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VOL. XXI

MARCH 26, 1921

NO. 6

# NEW YORK UNIVERSITY BULLETIN

## SUMMER SCHOOL

TWENTY-SEVENTH SESSION  
JULY FIFTH TO AUGUST THIRTEENTH  
1921

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# NEW YORK UNIVERSITY

## SUMMER SCHOOL

BULLETIN SERIES

Volume XXI, No. 6, Dated March 26, 1921



## **Divisions of New York University Crediting Summer School Courses**

### **College of Arts and Pure Science**

Archibald Lewis Bouton, Dean, University Heights

Bachelor of Arts

Bachelor of Science in Pure Science

Bachelor of Science in Commerce

Bachelor of Science in Chemistry

### **College of Engineering**

Charles Henry Snow, Dean, University Heights

Bachelor of Science in Civil Engineering

Bachelor of Science in Mechanical Engineering

Bachelor of Science in Chemical Engineering

Bachelor of Science in Industrial Engineering

Civil Engineer

Mechanical Engineer

Chemical Engineer

Industrial Engineer

### **School of Commerce, Accounts, and Finance**

Joseph French Johnson, Dean, Washington Square

Bachelor of Commercial Science

Master of Commercial Science

### **Washington Square College**

John Roscoe Turner, Dean, Washington Square

Bachelor of Arts

Bachelor of Science

Bachelor of Science in Pedagogy

### **School of Pedagogy**

John William Withers, Dean, Washington Square

Master of Pedagogy

Doctor of Pedagogy

### **Graduate School**

Thomas William Edmondson, Acting Dean, Washington Square

Master of Arts

Master of Science

Doctor of Philosophy

Doctor of Science

### **Graduate School of Business Administration**

Archibald Wellington Taylor, Dean, 90 Trinity Place

Master of Business Administration

### **Training School for Teachers of Retail Selling**

Norris Arthur Brisco, Director, Washington Square



## CALENDAR

All dates are inclusive

Registration for the first term (three weeks)	Friday to Thursday	July 1-7
Courses in Physical Education begin	Friday	July 1
Summer School opens	Tuesday	July 5
Registration for the second term	Friday to Tuesday	July 22-26
Final examinations	Friday and Saturday	August 12-13
Summer School closes	Saturday	August 13

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### General Statement

The twenty-seventh session of the Summer School of New York University will open July 5, 1921, and will continue for six weeks until August 13.

The courses will, for the most part, be duplicates of, or equivalent to, the courses given in the schools and colleges of the University during the regular academic year. Four general groups of courses are offered:

1. **Courses in Education** designed for school executives and supervisors and for teachers in elementary and high schools. The departments of art, music, domestic art, home economics, physical training, and methods in commercial education provide systematic training for teachers and supervisors.

2. **Courses in Commercial Subjects** offered by members of the faculty of the School of Commerce, Accounts, and Finance. These courses offer an opportunity to begin or to continue a practical training in business. The work includes accounting, advertising, applied mathematics, business English, business law, economic geography, foreign trade, government, insurance, management, and retail selling.

3. **Courses in College Subjects.** These courses cover a wide range of collegiate subjects, and may be taken to supplement work of the academic year, or to shorten the time required to earn a college degree.

4. **Graduate Courses:** Economics, education, English, government, history, philosophy, sociology, biology, chemistry, geography, and physics. The courses numbered 101 to 199 are also open to properly qualified juniors and seniors. Courses numbered above 200 are open to graduate students only.



The course requirements for all of the degrees of the University with the exception of those in law, medicine, or veterinary medicine may be met in whole or in part by courses completed in the Summer School.

Classes will be held every day in every subject unless otherwise noted in the course announcement, but no classes will be held on Saturdays with the exception of Saturday, July 9.

### **\*Educational Conference for School Executives**

A problem conference for school executives will be held at University Heights under the direction of Dr. John William Withers, dean of the School of Pedagogy, and former superintendent of schools, St. Louis, Missouri. Sessions will be held daily during the Summer School for the purpose of meeting with leaders in industry, business and public affairs, as well as with successful school executives. The schedule of courses at University Heights has been planned so that those attending this conference may, if they desire, take one of the graduate courses given at the Heights, or may visit many of the institutions and places of special interest to education in or near New York City.

### **\*Institute on Immigrant Problems and Education**

In accord with the renewed and increased recognition of the gravity of immigration problems and the corresponding interest in the Americanization and education of the adult immigrant, the Summer School of New York University in coöperation with the Department of Education of the State of New York, will conduct an institute on immigrant problems and education

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\*See special announcement.

for the scientific study of the facts and principles involved, and the practical training of teachers and other workers in the immigrant field.

The institute will include three main lines of work:

1. Regular courses fulfilling the requirements of the Department of Education for its license for immigrant teaching. These courses are described on page 55.

2. Conferences on the most important aspects of immigration led by experts in their respective fields.

3. Visits to the many points of interest afforded by New York City, and a first hand study of immigrant neighborhoods, agencies, and activities.

The institute will be open to any one interested in and qualified to do the work.

### Location

The Summer School courses will be conducted in a number of centers, each offering special advantages of location and equipment. The University plant and equipment at University Heights are available for courses in collegiate, graduate, and general pedagogical subjects. The educational conference for school executives will be held at University Heights. The University building at Washington Square will be used for the commercial courses, for some highly specialized pedagogical courses, and for a limited number of collegiate and graduate courses. The special equipment of the Washington Irving High School will be used for courses in home economics. The Riverdale Country School will house the courses in the department of music. The Wall Street Division will provide a location convenient to the financial district for courses in foreign trade, economics, and banking practice.

### University Heights

University Heights is in the northern part of the city of New York, in the borough of the Bronx, twelve miles from the lower end of Manhattan. The campus, which covers forty acres, lies on a high ridge, overlooking the Harlem river, the palisades of the Hudson, and Long Island Sound. This ridge of land, with its low temperature and favorable breezes, renders University Heights a most inviting spot for the Summer School. Van Cortlandt Park, with its excellent public golf links and tennis courts, can be reached in five minutes on the New York and Putnam Railroad. Bronx Park, with its botanical museum and garden and its zoölogical garden is about a mile from the University, and can be reached by trolley.

The campus of New York University at University Heights may be reached in four ways:

(1) By transfer from the Jerome avenue subway express at 167th street to the Sixth avenue elevated to New York University station.

(2) By transfer from the Van Cortlandt Park subway at 181st street to the University avenue trolley which passes the campus.

(3) By New York Central to University Heights station.

(4) By Van Cortlandt Park subway to 207th street and thence across 207th street bridge to the campus.

Students coming from Yonkers, Mount Vernon, or New Rochelle, or from points on the New Haven or Harlem railroads, will find University Heights easily accessible by any of the Union railway trolley lines.

### Washington Square

The University building at Washington Square (entrance, 32 Waverly Place) is easily accessible from every part of Greater New York, from Westchester county, and from northeastern New Jersey. It may be reached by any one of the following city lines of transportation:

Lexington avenue subway (Interborough), Astor place station, first local stop below Fourteenth street. Astor place to Broadway, Broadway south to Waverly place, Waverly place west to Washington Square.

Seventh avenue subway (Interborough), Christopher street station, first local stop below Fourteenth street. Christopher street to Waverly place, Waverly place east to Washington Square, northeast corner.

Broadway subway (Brooklyn Rapid Transit), Eighth street station, first local stop below Union Square, second local stop above Canal street. Eighth street west to University place, University place south to Washington Square.

Hudson tube, Ninth street station. Ninth or Eighth street east to University place, University place south to Washington Square.

Sixth avenue elevated, Eighth or Bleecker street stations. From Eighth street station, Eighth street east to University place, University place south to Washington Square. From Bleecker street station, West Broadway, north to Washington Square, through the Square to Waverly place, southeast corner.

Third avenue elevated, Eighth street station. Astor place to Broadway, Broadway to Waverly place, Waverly place to Washington Square.

Connection with all surface lines, via Broadway or Eighth street.

### Wall Street Division

The University acquired in the spring of 1920 the entire building at 90 Trinity place to provide adequate accommodations for the Wall Street Division. The building is conveniently located in the financial district and is less than a minute's walk from Wall street and Broadway. It is near the Rector street station of the Sixth and Ninth avenue elevated, the Wall street station of the Interborough, the Rector street station of the Broadway subway (Brooklyn Rapid Transit), and downtown terminal of the Hudson Tube.

### Washington Irving High School

This building occupies the entire block on Irving place between 16th street and 17th street. The building is a few minutes' walk from the 14th street express station of the Lexington avenue subway, the Union Square express station of the Broadway subway, and the 14th street stations of the Third avenue and Sixth avenue elevated lines, and the Hudson tube.

### Riverdale Country School

The department of music will hold its courses at the Riverdale Country School, 252d street and Fieldston road, New York, N. Y.

The school property is a group of modern buildings surrounded by fourteen acres of park land, situated in a quiet and healthful section of the city. The equipment lends itself in a pleasant and practical manner to the conditions and requirements for teaching and study. The school is located on a wooded hilltop. To the east it overlooks Van Cortlandt valley and the hills of Westchester. On the west lie the Hudson river and its palisades. For tramping and outdoor games Van



Cortlandt Park, near at hand, affords splendid opportunity. The Times Square district is readily reached from the school by the subway—fare five cents.

### Organization of the University

The Summer School is an integral part of New York University and all the resources of the University are at the disposal of the Summer School students.

New York University comprises ten degree conferring colleges and schools, and three special divisions, in addition to the Summer School, with a total enrollment of 12,943 students.

At University Heights, during the regular school year, about 800 students are registered in the College of Arts and Pure Science and the College of Engineering. The college conducts a special freshman course from February to September, for the benefit of high school students graduating in February. The second term of this course is in session during the summer.

At Washington Square, the original site of the University, the following five schools are located: The Washington Square College, the School of Commerce, Accounts, and Finance, the School of Law, the School of Pedagogy, and the Graduate School.

The Washington Square College, with about 950 students, effects a combination of the cultural training of the academic college with the professional training of the schools of commerce, law, pedagogy, etc. Day and evening courses are given and the student may take full or part time work.

The School of Commerce, with over 7,500 students, offers both day and evening courses in commercial subjects, leading to the degree of bachelor of commercial science.

The School of Law (registration over 1100) gives a three year course in law, leading to the usual degrees in law, and also conducts a graduate course open to law graduates and leading to higher degrees.

The School of Pedagogy offers regular courses in the science of education leading to the graduate degrees of master and doctor of pedagogy.

At Twenty-sixth street and Sixth avenue, opposite Bellevue Hospital, is the medical college of the University (University and Bellevue Hospital Medical College) with an enrollment of 537. The veterinary college (New York State Veterinary College, established at New York University) is located at 331 East 26th street.

The Extramural Division of the University conducts extension courses in various centers throughout the metropolitan district, and has enrolled about 900 students, not included in the University total noted above.

The Training School for Teachers of Retail Selling was opened in October, 1919. Classes are held in the University building at Washington Square.

The Wall Street Division of the School of Commerce and the Graduate School of Business Administration situated at 90 Trinity Place (in the Wall Street district) have an enrollment of 2625 students.

Information regarding any of the divisions of the University may be obtained from the Registrar, New York University, Washington Square, New York.

### **Admission**

All courses are open to both men and women who are qualified, in the judgment of the instructor, to pursue them with advantage. If a student wishes to obtain credit for courses taken in the Summer School in any

of the other schools or divisions of the University he must have met the requirements for entrance to that school before registering for the course. When prerequisites are announced the student must satisfy the instructor that he has met the requirements. Students entering principles of accounting must pass a preliminary examination of preparatory accounting. This examination will be held in the Washington Square building on the first session of the class in principles of accounting, July 5.

### **Registration**

Upon entering the Summer School students should register for their courses at the recording office in the gymnasium at University Heights, at the central recording office on the ninth floor of the University building at Washington Square, or the registration offices of the other centres, and pay the required fee to the bursar or his assistants.

The offices at University Heights will be open from 9 a. m. to 5 p. m. during the period of registration, July 1 to July 7. The central recording office at Washington Square will also be open in the evening until 8.30 for the registration of students taking courses in commercial subjects.

### **Registration by Mail**

#### **(Optional)**

Students wishing to register by mail may use the blank on the last page of this bulletin.

### **Certificates**

Students who complete all of the required work in any course, and who have a satisfactory record of attendance and pass the final written examination, will receive



the Summer School certificate for the work so completed. The certificates will be issued about September 1, and will be mailed to the home address of the students.

### Fees

A university fee of \$5 is charged each student in the Summer School. This fee is payable on registration in addition to the charge for tuition, and is not returnable.

The charge for tuition in the Summer School (with the exception of courses in art and in music), including the examination and certificates, is at the rate of \$15 for each thirty hour course, and \$30 for each sixty hour course.

The fee for registration (or payment of tuition) after the close of the registration period (July 1-7 or July 22-26 for those registering for second term courses only), will be \$5.

The fee for special examinations or for reexaminations will be \$5.

In the department of art the fee will be \$40.

In the department of music the fee will be \$25 for either the first, second, third, or fourth year courses. For students taking a partial course the same rate per hour will be charged as in other departments.

Fees for materials used in the courses in domestic art will be found in each course description (see page 47). In all other manual and industrial courses each student will be charged for the material used.

Special fees for laboratory material are as follows:

Chemistry, physics, biology (each laboratory course of two points' credit) . . . . .	\$ 6.00
Home economics (elementary or advanced, each course) . . . . .	10.00
Domestic art, fees listed under each course.	

There are no other charges except for breakage, in case of unusual carelessness in the handling of apparatus. In certain laboratory courses, however, deposits are required, which will be returned upon the surrender of apparatus and the payment of breakage.

### **Consultation**

Students seeking university credit for Summer School work should consult the Summer School representative of the division in which credit is sought before registering. The consultation hours of each representative will be posted in the recording offices. Instructors may be consulted in regard to prerequisites, textbooks, and other matters concerning the courses. Consultation hours for each instructor will be posted in his lecture room.

### **Credit for Summer School Courses**

Full credit for Summer School work is given by the degree conferring divisions of the University provided the student is qualified for matriculation, and elects his courses in accordance with the regulations of the faculty of the division in which he is a candidate for a degree. Students seeking university credit for Summer School courses should communicate with the secretary of the division for definite information regarding eligibility for matriculation, and the approval of the courses to be elected. For the bulletin giving full information concerning the conditions for admission, requirements for degrees, courses, etc., in any division of the University, address the registrar of the University.

**I. Credit in the College of Engineering.** Credit will be given in the College of Engineering for courses taken in the Summer School which are equivalent to the courses in the College of Engineering. Courses offered in the

Summer School for 1921 which are so accepted are marked with the letter A. Students who wish to secure credit in the College of Engineering must secure permission from the dean to take summer work.

**II. Credit in the College of Arts and Pure Science.** Credit will be given in the College of Arts and Pure Science for all courses in this bulletin which are marked with the letter U. Some of the courses so designated are accepted as the equivalent of college courses in the College of Arts and Pure Science, some as electives, and some only as a removal of conditions. Before electing any courses for credit in the College of Arts and Pure Science students must consult the dean to ascertain the kind and degree of credit they may receive for courses completed.

**III. Credit in the Graduate School.** Credit will be given in the Graduate School toward the degrees of master of arts, master of science, doctor of philosophy, and doctor of science for those courses offered in the Summer School which are marked by the letter G. In order to obtain such credit the students must be:

A. Matriculated or qualified to matriculate in the Graduate School.

B. Devote his entire time during the six weeks session to one full course or two half courses.

Students should consult the dean of the Graduate School before enrolling for Summer School work.

**IV. Credit in the Washington Square College.** Courses in the Summer School which are of collegiate grade and are marked W will be credited up to and including 8 points in the Washington Square College, subject to the regulations of that school, toward the degree of bachelor of arts or bachelor of science provided the student is enrolled or is eligible for enrollment in

the Washington Square College. Courses marked W\* are credited only as vocational courses. Students who intend to work for a degree in the Washington Square College are urged to confer with the dean before enrolling for the Summer School courses.

**V. Credit in the School of Commerce.** The courses in commercial subjects marked C will be credited up to and including 120 hours in the School of Commerce toward the degree of bachelor of commercial science.

**VI. Credit in the School of Pedagogy.** Credit will be given in the School of Pedagogy toward the degrees of master of pedagogy and doctor of pedagogy for courses marked P. The maximum credit for the work of one Summer School will be six points.

**VII. Credit in the Graduate School of Business Administration.** Courses marked B will be credited in this division.

**VIII. Credit in the Training School for Teachers of Retail Selling.** Courses marked R will be credited in this division.

Courses which are taken for the purpose of obtaining credit in any division of the University will not be transferred for credit until the student shall have become a regularly matriculated student in that division.

### **Credit for Admission**

Certain courses in the Summer School may be taken for credit toward the entrance requirements of the College of Arts and Pure Science, College of Engineering, Washington Square College, and the University and Bellevue Hospital Medical College. Certificates showing the satisfactory completion of such courses in the Summer School will be accepted in lieu of entrance

examinations in those subjects. Particulars as to these courses may be obtained by writing the secretaries of the respective schools.

### Credit by the Board of Education

Students otherwise qualified to apply for licenses to teach in New York City who complete certain courses in the Summer School may be exempt in part from examinations for certain of their licenses, namely, license for promotion, license as assistant to principal, license to teach certain subjects in high schools.

For information respecting the exemptions to be secured, and the scope and character and the date for the examinations for teachers' licenses, *applications should be made to the office of the Superintendent of Schools, Park Avenue and Fifty-ninth Street, New York City.*

Similar credits are also offered for licenses to teach in many other cities. For information concerning credits, applications must be made to the local board of education.

### University Bookstore

Books and supplies required for the courses may be obtained at the New York University Press bookstore, located on the lower floor of the library building, at University Heights, and the ninth floor of the Washington Square building.

This store is conducted under University management, and a discount of 5 per cent is given on almost all books. Stationery, supplies, and material required for courses in art may also be had at reasonable prices.

Mail orders will be attended to promptly.



### **Library and Laboratories**

Summer School students will have the use of the University library at University Heights and will be allowed to draw upon its complete collection of books. The hours during which the library is open during the Summer School are:

Monday-Friday, 8 a.m. to 6 p.m. and 7 p.m. to 9 p.m.

Saturday, 9 a.m. to 1 p.m.

Reference books in the various departments are arranged in the respective seminar rooms, which are planned to afford every facility for advanced study. Special books designed for general consultation and reference will be placed on the reservation shelves in the general reading room, where they will be easily accessible to all. The reading room of the library, containing the latest magazines and periodicals, will be open throughout the Summer School at the same hours as the library. The libraries of the School of Pedagogy and the School of Commerce, Accounts, and Finance at Washington Square will be open during the Summer session.

Students taking courses in sciences will carry on their experimental work in the laboratories, and will have the entire resources of those laboratories at their disposal for research work.

### **Residence at University Heights**

Gould Hall, the gift of Mrs. Finley J. Shepard, is a dormitory designed for 112 students. The construction allows a choice of single rooms or rooms in suites, differently arranged for one, two, or three students. The building is of modern fireproof construction and lighted by electricity. One-half of Gould Hall, complete in its

appointments, and entirely separated from the other half, is set aside for the exclusive use of women students, and will be under the supervision of a resident woman member of the faculty.

The University residence houses will include, for the present summer, Gould and South Hall; and, in addition, such fraternity houses and private residences as may be required. The houses on the Schwab estate are beautifully situated on the edge of the bluff and are surrounded by fine trees. Their broad piazzas command splendid views and will be found very cool and attractive.

The rates for rooms are \$12—\$18 per person for six weeks, or \$8—\$11 for three weeks according to location. A circular giving floor plans and rentals will be mailed upon application. The rental charge includes hot and cold baths, light, service, and necessary furniture.

Students are advised to secure their rooms in advance, as difficulty is experienced each year in finding comfortable accommodations promptly for those arriving at the opening of the school without previous notice. Rooms will be reserved in the order of application on payment of a deposit of \$5. A student who is unable to use a room on which a deposit has been made, may transfer his right to another student.

Applications, with the \$5 deposit, should be sent to the Assistant Bursar of the University, University Heights, New York.

### **Choral Society and Musicales**

A choral society open to all members of the Summer School and the community will be organized. The society will be under the leadership of Mr. Wright. Meetings will be held on Tuesday evenings in the rehearsal room, library building, University Heights.

On Thursday evening of each week a series of musical programs will be given in the auditorium at University Heights under the direction of Mr. Wright. It is expected that the series will include organ recitals and concerts by a trio (instrumental), a quartet or double quartet (vocal), and a recital by one good soloist.

### **Table Board**

The dining hall is located directly south of Gould Hall and less than a minute's walk from that building. It will accommodate 200 comfortably at one time. A lunch room will be conducted for students not living at the Heights.

All meals a la carte at lunch room.

Board may also be secured at boarding houses in the neighborhood, at fraternity houses, or in private families.

### **Baggage Delivery**

Students who engage rooms at University Heights will receive from the superintendent tags properly addressed to be attached to baggage. To secure prompt delivery of baggage at University Heights, students should place one of these tags on each piece and should give their checks to agents of the Westcott Express Company, or New York Transfer Company, who will be found in uniform at all terminals, and who will give a receipt for delivery of the baggage at the student's room. Students who have not engaged rooms in advance should direct the transfer agent to deliver baggage to the Supervisor, New York University, University Avenue and 181st Street, Bronx. Students from stations on the New York Central or New Haven lines can check baggage from their residence. Those who



have not arranged for delivery of baggage before arrival at University Heights should hand their checks to the clerk in the University post office.

### Mail

Students of the Summer School residing at University Heights should have their mail addressed in care of New York University, University Heights, New York. It will be delivered at the University post office in the library building.

Students who take courses at Washington Square or at the Washington Irving High School may have their mail sent to New York University, Washington Square, New York. This mail will be delivered at the central recording office, ninth floor of the University building.

## DESCRIPTION OF COURSES

## Credits

Credits are indicated at the end of each course announcement.

A—Credit in the College of Engineering

B—Credit in the Graduate School of Business Administration

C—Credit in the School of Commerce

G—Credit in the Graduate School

P—Credit in the School of Pedagogy

R—Credit in the Training School for Teachers of Retail Selling

U—Credit in the College of Arts and Pure Science

W—Credit as a cultural course in the Washington Square College

W\*—Credit as a professional course in the Washington Square College

## ACCOUNTING

The courses in this department are given by members of the faculty of the School of Commerce. This school was founded in 1900, and in a large measure, the inauguration of work of this character in the University was due to the demands of members of the accounting profession in New York City who saw the need of university trained men if the profession was to take its proper place.

New York University has always retained its leadership in this field of work. The courses are practical and are the result of nineteen successful years of experience in preparing men and women for both the public and private fields.

*Entrance Examination Required.* All students, without reference to their educational or business experience, who enroll for courses in accounting, are required to take the entrance examination in bookkeeping. The only exceptions made are in those cases in which the student has satisfactorily completed parallel work in another university, and who presents proper credentials to this effect.

The entrance examinations are held during the first scheduled sessions of the classes in principles of accounting. The examinations this year will be held on July 5 at one o'clock or at seven o'clock, room 910.

Copies of previous examination papers are not available. The examination requires of the candidate such a knowledge of double entry bookkeeping as will enable him to enter the usual transactions of a mercantile firm in the books of account, which the candidate

may be required to rule up; controlling accounts; preparation of trial balances and simple financial statements; definition of terms, etc. The published examinations most nearly resembling those of the University are the advanced bookkeeping examinations of the Regents of the University of the State of New York.

All those who fail in the entrance examination are required to take the course in bookkeeping.

**S B. Bookkeeping.** This course is an elementary course designed for those who have failed in the entrance examination, or who have had no previous knowledge of the subject matter. It consists of laboratory work in a practice set, supplemented by lectures and demonstrations by the instructor. A portion of the laboratory work must be done outside of the classroom. Some of the business papers incidental to the business illustrated are explained. The object sought for in this course is that of enabling the student to enter the University courses in accounting. Hence, no University credit is allowed for this course to those students who take more than eight points in accounting. Professor Rosenkampff.

*Washington Square*

*60 hours: 4 points C U W\**

5.15-7.00, Room 910

**S A1-2. Principles of Accounting.** Prerequisite: Bookkeeping, or passing the entrance examination. This course covers a general survey of the whole field of accounts. There is a large amount of laboratory work in the course, both in and out of the classroom. The lecture work for the most part consists of instruction on the proper method of conducting the laboratory work. Some of the special phases incidental to sole proprietorship, partnership, and corporate accounting are illustrated and explained. Comprehensive financial statements prepared in approved form are required. During the course, the student works out four complete practice sets, and in this work, he has demonstrated for himself as many of the principles as can be illustrated within the time allotted. This course is a required course for the degree of bachelor of commercial science. It is also a prerequisite course for accounting practice and cost accounting. Professors Douglas and Rosenkampff.

*Washington Square*

*60 hours: 4 points B C R U W\**

1.00-3.00, Room 910

7.00-8.45, Room 910

**S A3-4. Accounting Practice.** Prerequisite: Principles of Accounting. Open to those who have satisfactorily completed Accounting S A1-2. This is a course in elementary accounting problems. During each class period, an accounting problem is discussed and solved. The student is required to work out and turn in for criticism, a problem based on facts similar to those in the demonstration problem.

The subject matter covered by the problems is as follows: Profits determined by the asset and liability method; profit and loss method; the evolution of the modern statement of income and profit and loss; formation and dissolution of corporations; mergers and consolidations; consolidated statements; statements of affairs and deficiency accounts; realization and liquidation statements; goodwill; depreciation; sinking funds. Professor Douglas.

*Washington Square*

*60 hours: 4 points B C U W\**

5.15-7.00, Room 805

**S A5-6. Cost Accounting.** Prerequisite: Principles of accounting. In this course the elementary principles of cost finding are discussed and illustrated. The lecture work covers a thorough analysis of the three great problems of this branch of accounting work, viz: materials, labor, and overhead. Attention is devoted to the methods that may be employed in distributing overhead and the advantages and disadvantages of each method are considered.

A number of cost accounting problems are used to illustrate special phases of the subject. The relation between the cost books and the general financial records is explained. Mr. Welti.

*Washington Square*

*60 hours: 4 points B C U W\**

7.00-8.45, Room 805

**S A17-18. Theory of Accounts.** This is a lecture course with some incidental problem work in the form of applied theory tests. The work of the course is broadly divided into three sections, viz., elementary, advanced, and special theory. The work in elementary theory treats of the general principles underlying books and accounts, form, ruling, construction, and philosophy. In the section dealing with advanced theory, each account in the balance sheet and income statement is discussed intensively from the standpoint of law, economics, accounting, and finance. The last part of the course deals with the theory of accounts of partnerships, holding companies, corporation receiverships, amalgamations, etc. Professor Madden.

*Washington Square*

*60 hours: 4 points B C U W\**

7.00-8.45, Room 804

**S A7-8. Auditing.** Prerequisites: Accounting 1-2, 3-4, 5-6, 17-18. Accounting 7 must be taken before Accounting 8. In this course, during the first term, the subject is developed along the lines of four topics, namely, how to begin an audit; what to do during an audit; how to end an audit; and what to do after an audit. During the second term, the principles are practically applied through the medium of laboratory work. Professor Madden.

*Washington Square*

*60 hours: 4 points B C U W\**

5.15-7.00, Room 804

## ADVERTISING AND MARKETING

**S1-2. Essentials of Advertising.** This course presents the fundamental principles of the science of advertising and shows its relation to business as a whole and to the several departments of business. It includes a general survey of the various departments of advertising work, including advertising copy, commercial art, advertising display, engraving, newspapers, magazines and other media, trademarks, and the like. Individual work in connection with advertising problems will be expected of the students. Experts in special fields will give occasional lectures. Associate Professor Agnew.

*Washington Square*

*60 hours: 4 points B C R W\**

7.00-9.00, Room 907

**S3-4. Markets and Marketing Methods.** This covers the fundamentals of the science of marketing that should be known by every business man. Among the important factors studied are commodities, markets, trade channels, distributive forces, and price-making machinery, with respect both to raw materials such as grain, cotton, and live stock, and to manufactured products. Topics considered include coöperative associations, types of middlemen and their functions, price maintenance, marketing policies, etc. The constant effort is to search out the marketing methods that have proved most efficient and economical. Associate Professor Badger.

*Washington Square*

*60 hours: 4 points B C W\**

7.00-9.00, Room 909

**S7-8. Advertising and Marketing Problems.** This course aims to cover the application of psychological principles and experimental methods to advertising, selling, and marketing problems. The topics that will be considered are: (1) detailed examination of



advertising campaigns and analysis of their results; (2) methods of selecting essential sales points; (3) methods of selecting suitable package designs for the distribution of manufactured products; (4) methods of formulating questionnaires, planning and conducting consumer, dealer, and jobber, market investigations; (5) methods of testing and checking advertising results. The material for the entire course is based on the findings of experimental investigations and the results of actual advertising and marketing campaigns.

Special attention will be given to the practical application of psychology to research in advertising. Some knowledge of psychology is desirable but not essential.

The necessary experiments will be conducted in class so that the student will become familiar with the application of laboratory methods and technique to advertising and marketing problems. Mr. Franken.

*Washington Square*  
5.00-7.00, Room 909

*60 hours: 4 points B C W\**

**S13-14. Psychology of Advertising and Selling.** A systematic treatment of the psychological problems of advertising and selling under such topics as attracting attention, sustaining interest, arousing desire, securing action; and as means to these ends: The effect of various mechanical arrangements, of suggestion, of appeals to reasoned and instinctive action, etc.

The course aims to expose to view the mind of the buyer with its manifold susceptibilities and aversions, and to point out the most effective avenues of approach to it. Practical exercises and minor investigations are assigned in order to make the student sensitive to psychological considerations and to illustrate the use of scientific methods. Professor Kitson.

*Washington Square*  
9.00-11.00, Room 909

*60 hours: 4 points B C R W\**

## APPLIED MATHEMATICS

**S1. Mathematics of Business.** The course will include a consideration of and drill in standard and short methods in the fundamental processes, interest and discount, present value, equation of payments, compound interest, logarithms, series and their applications. Efficiency devices such as alignment charts, calculating

machines, and the slide rule will be treated. Some work in the theory of annuities and their applications in amortization, sinking funds, and bond valuation will be given. Mr. Schlauch.

*Washington Square*

*30 hours: 2 points B C*

10.00-11.00, Room 908

**S2. Principles of Statistics.** The course will cover the elements of statistical method and theory, so far as necessary to an understanding of the collecting, tabulating, graphing, and interpreting the facts of business and educational data. Modes, medians, averages, index numbers, correlation, reliability; the application of this theory to business and education. Mr. Schlauch.

*Washington Square*

*30 hours: 2 points B C P W*

9.00-10.00, Room 908

**S3. Mathematical Problems of Management, Finance, and Investment.** Students to be admitted to this course must be familiar with elementary algebra. Mathematics S1 or its equivalent is a prerequisite. Capitalized cost, obsolescence and replacement, loans and financing, and the methods of calculation involved; the use of mathematics in solving marketing and investing problems. Students who do prescribed research work may receive credit for an additional 2 points of work. Mr. Schlauch.

*Washington Square*

*30 or 60 hours: 2 or 4 points B C*

11.00-12.00 or 11.00-1.00, Room 908

### ART\*

The department of art of the Summer School is a professional school for the advanced training of supervisors and teachers of art. In the session of 1921, a double course will be given by Dr. James Parton Haney during the first three weeks, July 5 to July 23, inclusive. This course will consist of thirty hours on methods of studying and using demonstration drawing, fifteen lectures on the practice of design, and forty-five periods of studio work in the development of problems.

The class will be limited to one hundred and fifty students, the capacity of the studio. Students will be enrolled to this number on receipt of applications. The fee is \$40. This covers the entire cost of the course and registration fee.

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\*A pamphlet of the department of art giving full details will be sent on application to Dr. James E. Lough, New York University, Washington, Square, New York.

The lectures given in 1921 form part of a series begun in 1919 and to be completed in 1923. It is not planned to repeat the series after 1923.

**S1. Methods of Studying and Using Demonstration Drawing.** First lecture, July 5, at 9.30 a.m. This course consists of fifteen lectures illustrated by many drawings made before the class. It is designed to make plain the art of demonstration through large illustrations and to give daily practice in this art, so that each student may acquire confidence and skill in drawing with chalk or brush on a large scale before classes and public audiences.

A variety of media will be taught, including colored crayon, pencil, tempera, and ink. The nature and the method of "visualizing" the mental image will be explained and the class given practice in developing images of this kind at will and of size appropriate to the surface to be drawn upon.

The range of forms to be drawn will include still life, flowers, animals, and the human figure. Practice in the studio with the personal assistance of Dr. Haney will follow each daily lecture. Dr. Haney.

*University Heights*

*30 hours: 2 points P W\**

Hall of Philosophy, 10:30-11.30

Studio: Green Laboratory, 11:30-12:30

**S2. Practice of Design.** The course in practice of design for the summer session of 1921 offers instruction and daily criticism in the preparation of designs planned to meet the needs of teachers who are adapting their outlines to the requirements of the present day curricula of elementary and high schools. It covers sixty periods of class room instruction, fifteen of these being given in the morning to lectures and the analysis of problems, and forty-five in the afternoon to personal aid in studio criticisms. The designs will be suited to a variety of purposes related to school needs, the problems including lettering, and a number of commercial and craft problems, together with a study of composition and the use of color. Dr. Haney.

*University Heights*

*60 hours: 2 points P W\**

Hall of Philosophy, 9.30-10.30

Studio: Green Laboratory, 2.00-5.00



## BIOLOGY

The biological laboratories at University Heights are located on the second floor of the Green Laboratory. They comprise graduate and undergraduate laboratories suitably equipped with microscopes, microtomes, a microphotographing outfit, and other necessary apparatus. There is a departmental library including the leading zoölogical and botanical journals, a lecture room equipped with projection lanterns, a very good collection of anatomical, histological and embryological preparations—skeletons, charts, wax models, and a representative museum. Within access are: The Museum of Natural History, the Bronx Zoölogical Park and Botanical Gardens, the Aquarium, and the Brooklyn Botanic Gardens.

**S1. General Principles of Zoölogy.** A study of the basic facts of zoölogy, dealing first with the nature of living matter and later with the occurrence, classification, structure, function, and development of animals. A representative collection of charts, models, and other demonstration material will be used in the lectures. The laboratory work will be devoted mostly to dissections of typical forms and partly to trips to the American Museum of Natural History.

One hour lecture and one two hour laboratory period daily. In order to assure individual attention the laboratory work will be divided into sections of not more than twenty students each. Assignments of laboratory sections will be made by the instructor. Mr. Mannhardt.

*Washington Square*

*60 hours: 4 points U W*

Lecture, 12.00-1.00, Room 928

Laboratory, 10.00-12.00 or 2.00-4.00, Room 920

**S2. Comparative Anatomy of Vertebrates.** Prerequisite: Biology S1 or its equivalent. The structure, development, and phylogeny of vertebrates. Lectures, demonstrations, and laboratory dissections of the dogfish, frog, and cat. Assistant Professor Stunkard.

*University Heights*

*60 hours: 4 points U W*

8.30-10.30, Laboratory

10.30-11.30, Lecture

**S3. Histological Technique.** Prerequisite: Biology S1 or its equivalent. The theory and practice of microscopical technique. Each student will make permanent preparations of animal tissue, carrying the material through the processes of killing, fixing, embedding, sectioning, staining and mounting on the finished slide. A laboratory course. Assistant Professor Stunkard.

*University Heights*

8.30-10.30

30 hours: 2 points U W

**S5. Vertebrate Embryology.** The early stages of development of the vertebrate embryo, including maturation and fertilization of the ovum, cleavage, formation of the germ layers, and development of the organs of the vertebrate body. Lectures, demonstrations, and laboratory studies of chick and pig embryos. Assistant Professor Stunkard.

*University Heights*

11.30-12.30, Lecture

8.30-10.30, Laboratory

60 hours: 4 points U W

**S6. Reconstruction Methods in Embryology.** One hour lecture daily and two hours laboratory work daily. Open to students who have had a course in embryology. This course will offer to qualified students instruction in making various kinds of models from serial sections of embryos. It will include the principles involved in reconstruction and will give practice in making wax and plastocene (modelling compound) models. It will develop the methods of enlargements by the method of squares, by micrometer measurements from microphotographs and other technique used in the study of embryos. Mr. Mitchell.

*University Heights*

2.00-3.00, Lecture

3.00-5.00, Laboratory

60 hours: 4 points U W

**S101. Investigation of Special Problems.** (For advanced college and graduate students.) An introduction to research. Properly qualified students may pursue the investigation of special problems under the supervision of members of the staff. Conferences, assigned reading, laboratory work. Assistant Professor Stunkard.

*University Heights*

Hours to be arranged

60 hours: 4 points G U W

**BUSINESS ENGLISH**

**Sr. Business English.** The purpose of this course is twofold: First, to give a practical training in the correct business policy involved in the handling of the various types of business letters; and second, to drill students in the use of correct and forceful English for business purposes. All the main types of business letters are considered, as the answering of just and unjust complaints, the answering of applications for credit, the writing of sales letters and the planning of sales letter follow-ups and systems, the writing of collection letters and the planning of collection systems, making adjustments, the writing of business reports and business letters, together with personal criticism of the student's work. Professor Kilduff.

*Washington Square*

*60 hours: 4 points A C U W*

5.15-7.00, Room 907

**S2. Private Secretarial Duties.** This course presents full information concerning the work of the private secretary. The opportunities both for entering the secretarial field and for advancing in it are discussed. The duties of the secretary to a business man are described and explained in detail. Instruction in the performance of those duties is given. Such subjects are taken up as learning the position, managing callers, handling correspondence, points on letter writing, filing, editing, printing and proof reading, appointments, diaries and accounts, telephoning, telegraphing and cabling, the ethics and amenities, and systematizing the office. Mr. McNamara.

*Washington Square, July 5-23*

*30 hours: 2 points C W\**

3.00-5.00, Room 907

**BUSINESS LAW**

**Sr. Contracts: Formation of Agencies and Employments.** The main topics of contracts including: How contracts are made; infants and other incompetent persons; consideration necessary and when contracts are invalid because of lack of consideration; effect of illegality, fraud; which contracts must be in writing; how contracts may be made on a conditional basis, and effect of so doing; result of breach of contracts; damages which may be recovered and what contracts can be specifically enforced.

Formation of agencies and employments: Contracts between principals and agents; employers and employees; when agencies

and employments arise without preliminary agreement; special agencies, including a wife's agency to pledge her husband's credit; agency of partners, corporate officials. Professor Bacon and Assistant Professor Bergh.

*Washington Square, July 5-23*

*30 hours: 2 points C W\**

*7.15-9.00, Room 1023*

**S2. Results of Agencies and Employments; Sales and Dealings in Personal Property.** Duty of principals and employers toward agents and employees; machinery, equipments; expenses and salary to which agent or employee is entitled, and effect of leaving his employment or being discharged; duties of agents and employees, and when liable for disobedience, lack of care, competition with principal; when principal is bound by contracts made by agent, and when agent is bound; undisclosed principal; when principal or employer is liable for wrongful acts of agents or employees; sub-agents; how agencies are terminated.

Sales, barter, bailments, storage and shipment of goods; sales on approval, at auction; bills of lading, warehouse receipts; vendor's lien and right to stop goods in transit; warranties, and the result of goods not being as represented; which contracts of sale must be in writing. Professor Bacon and Assistant Professor Bergh.

*Washington Square, July 25-August 13*

*30 hours: 2 points C W\**

*7.15-9.00, Room 1023*

**S3. Commercial Paper and Bonds; Formation of Partnerships; Torts.** Promissory notes, drafts, bills of exchange, checks, foreign and domestic instruments; which instruments are negotiable and which are not; effect of instruments being negotiable; signature on instruments made by firms, corporations. How instruments are transferred, and kinds of indorsements; when instruments cannot be enforced; liability of makers, indorsers; how instruments must be presented for payment; protest and which instruments require it; acceptance of drafts; dealings with banks; discounting checks, drafts, notes; presentment of checks, and when the bank is liable for not paying them. Brief description of certificate of deposit, corporate and municipal bonds, main varieties and points respecting their effect and value.

Formation of partnerships and who are liable as partners for firm debts; dormant and silent partners; nominal partners and effect of using a person's name in firm title; rules as to name which firms may use; ownership and management of firm property.

This course will also include a brief description of torts, including libel, slander, negligence, fraud, assault. Professor Bacon and Assistant Professor Bergh.

*Washington Square, July 5-23*  
5.30-7.15, Room 1023

*30 hours: 2 points C R W\**

**S4. Operation of Partnerships; Limited Partnerships; Corporations; Bankruptcy, Receiverships and Assignments.** Management of partnership; partners' rights, and right of majority and minority interests; power of partners to act for the firm, and when firm is liable on their contracts or for their wrongful acts; effect of death, insanity, or bankruptcy of partner; effect of partner's retirement from firm, and when he remains liable for firm debts, dissolution and winding up of firm and when a receiver may be appointed.

**Limited partnerships:** Requirements as to their formation, capital, name, etc; liability of general and special partners for debts, and their rights as to management of firm affairs.

**Corporations:** Formation and management; power and duties of officers and directors; stockholders' meetings and voting, proxies, voting trusts; corporate mortgages, dissolution, forfeiture of character.

**Bankruptcy, receiverships and assignments:** We may enter bankruptcy or be forced into bankruptcy; which property creditors may obtain when a bankrupt is released from his debts; how claims are proved; management of bankrupt's estate; trustees; receivers; debts entitled to prior payment; mortgages, liens; bankruptcy of firm and rights of firm credits. Professor Bacon and Assistant Professor Bergh.

*Washington Square, July 25-August 13*  
5.30-7.15, Room 1023

*30 hours: 2 points C W\**

**S5. Bank Accounts; Mortgages and Real Estate; Executors and Administrators; Insurance.** Open only to students who have taken or are taking Law 1, 2, 3, and 4. Business between banks and depositors; deposits in commercial and savings banks, management of checking accounts; cancelled checks, effect where checks have been raised, forged; effect of dealing through the clearing house; loans by banks, rights respecting collections.

**Mortgages and real estate:** Transfer and leasing of real estate; real estate mortgages, and chattel mortgages on personal property;



duties of mortgagor and mortgagee; recording of deeds and mortgages; foreclosure of mortgages.

**Executors and administrators:** Their duties, bonds, management of decedent's estate; filing of claims by creditors and claims having prior rights of payment; filing and settlement of accounts; closing of estate.

**Insurance:** Policies of life, fire, employer's liability, accident, and other casualty insurance; who may obtain insurance; and insurable interests; effect of sale of insured property; cash surrender value of life policies; payment of premium; amount payable under policies; when policies cannot be enforced; effect of false statement in obtaining policy; dealings with insurance agents.

This course embodies a brief, condensed review of the important points of the above topics, adapted for persons desiring a general knowledge thereof, and for those intending to take the C.P.A. examination. Professor Bacon.

*Washington Square*

*30 hours: 2 points B C W\**

M.W.F., 5.30-7.15, Room 1022

**S6. Guarantors and Sureties; Advertising and Marketing of Goods; Trade-Marks.** Open only to students who have taken Law 1, 2, 3, and 4. Guaranty and surety bonds; effect of guaranteeing the payment of debts and performance of contracts by other persons; liability of guarantors, and when they cannot be held; their rights after being held liable; surety bonds given by employees, corporation officials, administrators, trustees, receivers.

Advertising and marketing of goods; interfering with another's customer, and illegal methods of competition; libels in advertising; advertisements containing false statements; appropriating the benefit of another's advertising; trade names and trade-marks, and obtaining the exclusive right to use them; other points adapted to the special needs of persons engaged in advertising and selling.

This course embodies a brief condensed review of the important points in the above topics, of especial value for persons desiring a general knowledge thereof, and for those desiring to take the C.P.A. examination.

*Washington Square*

*30 hours: 2 points B C W\**

M.W.F., 7.30-9.00, Room 1022



## CHEMISTRY

**S1. General Chemistry (Introductory Lecture Course).** An introduction to the study of chemistry. Students taking this course are recommended to take the course in general chemistry (laboratory). Mr. Miller.

*University Heights*  
8.30-10.30

60 hours: 4 points A U W

**S2. General Chemistry (Introductory Laboratory Course).** This course supplements the lecture course, and is intended to exemplify the simpler methods of chemical technique. Sixty laboratory hours required. Mr. Miller.

*University Heights*  
10.30-12.30

30 hours: 2 points A U W

**S3. Qualitative Analysis (Laboratory Course).** Prerequisite: General chemistry. This course will cover the detection of the common metallic and acid radicals and on its completion students should be able to make a complete qualitative analysis of any mineral or inorganic technical product, soluble or insoluble. 120 laboratory hours required. Mr. Wagner.

*University Heights*  
2.00-4.00, and 2 other hours

60 hours: 4 points A U W

**S4. Quantitative Analysis (Laboratory Course).** Prerequisite: Qualitative analysis or its equivalent. The course will include preliminary exercises in the use of the balance, calibration of weights, flasks, and pipettes, and a series of exercises in gravimetric and volumetric analysis. 120 laboratory hours required. Mr. Wagner.

*University Heights*  
2.00-4.00, and 2 other hours

60 hours: 4 points A U W

**S5. Organic Chemistry (Lecture Course).** Prerequisite: General chemistry. Two hours a day. Mr. Phelps.

*University Heights*  
8.30-10.30

60 hours: 4 points A U W

**S5a. Organic Chemistry.** Supplementary course for students wishing to complete medical preparatory chemistry. Mr. Phelps.

*University Heights, August 15-26*

30 hours: 2 points A U W

**S6. Organic Chemistry (Laboratory Course.)** Open to students possessing a knowledge of theoretical organic chemistry or to those electing S5. Will include a synthesis of typical carbon compounds and a study of the more important reactions of organic chemistry. 120 laboratory hours required. Four hours a day. Mr. Phelps.

*University Heights*

*60 hours: 4 points A U W*

**S107. Industrial Chemistry.** Open only to properly qualified juniors and seniors and to graduate students. Mr. Wagner.

*University Heights*

*60 hours: 4 points A G U W*

**S109. Research.** Open only to properly qualified juniors and seniors and to graduate students. Such students will be given opportunity upon consultation with members of the department, to conduct research counting toward the master's or doctor's degree in the Graduate School. Professor Hill.

*University Heights*

*60 hours: 4 points A G U W*

### CONTINUATION SCHOOLS

**S1. Analysis of Commercial Occupations and Organization of Courses of Study.** An analysis will be made of the numerous commercial occupations as to entrance requirements, duties, and promotional outlets, for the purpose of organizing courses of study in terms of specific unit lesson plans in occupational and related subjects. This course is intended for both present and prospective teachers of commercial subjects in continuation or part time schools, evening schools, junior and senior high schools, corporation schools, and private business schools. Lectures, reports, readings, discussions. Conferences on guidance, placement, follow-up. Mr. Ehrlich.

*Washington Square*

*60 hours: 4 points P W\**

10.00-12.00, Room 903

**S2. Methods of Teaching Commercial Occupations.** A presentation of special methods of teaching applicable to the continuation or part time schools from the point of view of the commercial occupation rather than that of the commercial subject. It is intended to meet the demand for specific training of the boy and girl "on the job." There will be included a consideration of the methods of training for office, clerical, and recording positions in banks, factories, railroads, hotels, wholesale houses, retail stores, etc. Lectures, outlines, model unit lesson plans. Mr. Ehrlich.

*Washington Square*

*30 hours: 2 points P W\**

9.00-10.00, Room 903

**S3. Retail Store Service.** In this course there will be discussed five phases of retail store service, namely: Textiles, non-textiles, retail salesmanship, store organization, and employment. One week will be devoted to each phase. The sixth or remaining week will be given to review. Mr. Goldenthal.

*Washington Square*

*30 hours: 2 points P*

5.00-6.00, Room 908

#### DOMESTIC ART\*

**S1. Cord and Raffia Construction Work and Weaving.** This course includes instruction in cord and raffia work, weaving, rug making and brush work. Fee for materials, \$3.00. Mrs. Adams.

9.00-10.00 A.M.

*30 hours: 1 point W\**

**S2. Basketry and Chair Caning.** The aim of this course is to make the student familiar with simple and advanced problems in the various styles of woven and coiled basketry. Simple and advanced problems given in chair caning. Fee for materials, \$6.00. Mrs. Adams.

10.00 A.M.-12.00 M.

*60 hours: 2 points W\**

**S3. Hand and Machine Sewing and Garment Construction.** A graded course of instruction in hand and machine sewing, drafting, blackboard illustration and garment making as taught in the grades of the elementary schools of New York. Fee for materials, \$4.00. Mrs. Consalus and Mrs. Adams.

10.00-12.00

*60 hours: 2 points W\**

**S4. Dressmaking, (Elementary).** This course includes the cutting and making of wash dresses, skirts, lingerie blouses, adaptation of bought patterns. Fee for materials, \$4.00. Mrs. Thomae.

10.00-12.00

*60 hours: 2 points W\**

**S5. Dressmaking (Trade).** Instruction is given in draping various materials and in making afternoon and evening gowns. A short course in tailoring is included. Fee for materials, \$5.00. Mrs. Thomae.

1.00-3.00

*60 hours: 2 points W\**

**S6. Drafting and Dress Design.** This course gives practice in the making of patterns by drafting, modeling and designing. Foundation patterns are drafted to measure. From these other patterns are designed and modeled in paper, cambric and muslin. Fee for materials, \$3.00. Mrs. Consalus.

9.00-10.00 A.M.

*30 hours: 1 point W\**

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\*The courses in domestic art are given in Association Hall, University Heights.

**S7. Costume Designing.** Instruction in this course is given in sketching costumes in pencil and water color. Study of color and texture as applied to dress design is included. Fee for materials, \$3.00. Mrs. Consalus.

12.00-1.00

30 hours: 1 point W\*

**S8. Embroidery.** This course includes practice in various kinds of embroidery. French embroidery for underwear, lingerie waists, dress embroidery and household linens. Fee for materials, \$5.00.

1.00-2.00

30 hours: 1 point W\*

**S9. Methods of Teaching Domestic Art in Elementary Schools.** This course includes instruction in planning and teaching of lessons. Demonstrations and blackboard illustrations a feature. Mrs. Consalus.

8.00-9.00 A.M.

30 hours: 2 points W\*

**S10. Methods of Teaching Domestic Art in High Schools.** This course includes the planning of unit courses for all types of high schools. Opportunity will be provided for observation and criticism of teaching. Mrs. Consalus.

2 00-3.00

30 hours: 2 points W\*

## DRAMATIC ART

**S1. The Development of the Drama.** This course will review plays representative of the leading periods in Greek, Roman, Spanish, French, German, Scandinavian, and British drama. Lectures, reports, discussions. Mr. Somerville.

*Washington Square*

30 hours: 2 points U W

10.00-11.00, Room 1001

**S2. Tendencies in Modern Drama.** This course will offer selections from the dramatic works of Pinero, Jones, Shaw, Galsworthy, Ibsen, Hauptmann, Sudermann, Maeterlinck, Rostand, Barrie, Yeats, Synge, Dunsany, and others to illustrate the forms of dramatic structures; to present such artistic varieties as the realistic, the naturalistic, the symbolic, the poetic, the romantic drama; and to show the dramatic treatment of various themes, plots, and problems. The aim is to study drama, not dramatists. Mr. Somerville.

*Washington Square*

30 hours: 2 points U W

12.00-1.00, Room 1001

**S3. Oral Composition.** This course will place emphasis on two phases: Constructive, what to talk about; interest as a basis of self-expression; sources of material; stimulation of clear and constructive thinking; vocabulary. Corrective: Rhetorical errors; enunciation, self-consciousness; mannerisms; habits of controversy. Readings for the material of practise conversations and of short informal speeches will be assigned. Hours will be arranged for conferences with students whose individual speech problems may warrant special attention. Mr. Somerville.

*Washington Square*

9.00-10.00, Room 1001

*30 hours: 2 points U W*

### ECONOMICS

**S1. Principles of Economics.** This course deals with the principles of economics, taking up productions, value and price, division of labor, wages, rent, and interest. So far as possible the principles will be illustrated by illustrations from the financial and industrial district of New York City. Professor Taylor, Assistant Professor Brissenden, and Mr. McClung.

*Washington Square, July 5-23*

9.00-11.00, Room 927

7.00- 9.00, Room 923

*Wall Street*

9.00-11.00

*30 hours: 2 points A C R U W*

**S2. Practical Economic Problems.** This course is a continuation of Economics S1, taking up practical economic problems such as money, banking, international trade, labor problems, taxation, etc. Unusual opportunity exists in New York City for laboratory facilities in connection with various economic problems. Opportunity will be afforded for students to become familiar with many phases of economics through actual visits to industrial concerns. Professor Taylor, Assistant Professor Brissenden, and Mr. McClung.

*Washington Square, July 25-August 13*

9.00-11.00, Room 927

7.00- 9.00, Room 923

*Wall Street*

9.00-11.00

*30 hours: 2 points A C R U W*

**S7-8. Trusts, Pools, and Monopolies.** Prerequisite: Economics 1 or its equivalent. Historical development of the successive forms of industrial combinations; their industrial and social effects; past and present policies in regard to them with special inquiry into



the effects of more recent legislation; various proposals for the solution of the trust problem. Mr. McClung.

*Washington Square*

*60 hours: 4 points B C U W*

5.00-7.00, Room 923

**S33-34. Industrial Relations.** A study of some of the more important problems of labor policy from the standpoint of employer, employee, and the general public; forms of collective bargaining; types of trade agreements; shop committees and works; councils and their relation to the trade unions; scientific management and labor; types and functions of establishment departments of industrial relations, so-called; employment bureaus, service bureaus, personnel departments; the problem of the labor turnover in industrial plants. This course takes cognizance of important scientific investigations conducted in the Bureau of Labor at Washington. Assistant Professor Brissenden.

*Washington Square*

*60 hours: 4 points C U W*

11.00-1.00, Room 927

**Sr6. Survey Course in Business.** This course is designed as a rapid survey of the fundamentals of business. Obviously it can deal only in a general way with topics under consideration. The course is designed primarily for teachers and those having charge of work in commerce.

The subject is divided into eight groups, each group being given by leading men in the University faculty who are specialists in those subjects. This gives the student opportunity to become acquainted with leaders in commercial education. The course assumes ability to conduct original work and aims to give the plan and method of developing various sub-heads into individual courses. Bibliographies will be furnished on each subject.

1. Economics of business
2. Materials of commerce
3. Financing
  - a. Corporation finance
  - b. Banking and credit
  - c. Investments
  - d. Foreign exchange
4. Transportation
5. Marketing
6. Insurance
7. Management
8. Business control



This course will be of special interest to teachers who will be called upon to teach commercial subjects but whose fundamental training may have been in some other field; also to those in charge of administering commercial education by giving them a comprehensive grasp of the whole field of business training.

The work of the course will be supplemented by visits to various types of business organizations showing the actual method of conducting business. In connection with this course, students are urged to select two or more specialized courses in which they are interested, which will take up these subjects in greater detail. Professors Gerstenberg, Madden, Taylor, Haney, and de Haas, Associate Professors Magee and Badger, Messrs. Bolton, Edgar, Lambert, Jordan, and Schlauch.

*Wall Street*

*60 hours: 4 points C*

1.00-3.00

**S209-210. Economic Readjustment.** The effect of the war on the monetary and banking systems of the principal commercial nations. The problems of indemnities, the foreign exchanges, interallied indebtedness, taxation, and their effects on industry and trade. A detailed study of the operation of the federal reserve system. Open to graduate students only. Associate Professor Magee.

*University Heights*

*60 hours: 4 points G*

9.00-11.00, Economic Seminar Room, Library

## EDUCATION

### Courses Given at University Heights

**S141-142. Systematic Supervision.** Open to properly qualified juniors and seniors and to graduate students. A general course dealing with the practical problems of city school supervision and the principles involved in their solution. Nature and scope of supervision as related to teaching, administration, inspection, and criticism. Varieties, factors, methods, and instruments of supervision. Scientific aspects of supervision. Responsibility for the setting of standards. Character of the standards to be set up and the principles controlling their application. The value and limitation of standard scales and tests to pupils, teachers, supervisors, principals, and superintendents. Professional training and equipment of the

supervisor. The supervisor's relation to the course of study. Lectures, assigned readings, observation, reports, and class discussion. Dean Withers.

*University Heights*

60 hours: 4 points G P W\*

9.00-11.00, Education Seminar Room, Library

**SI43-144. Educational Conference.** Open to properly qualified Juniors and Seniors and to graduate students. A conference course for the consideration of school problems. Leaders in industry, business and public affairs, as well as successful school executives, will take part. Those wishing to enter this course are requested to make application and submit problems before June first. All members of the conference are urged to live on the campus or in one of the nearby fraternity houses.

No tuition fee is charged for this course unless it is taken for University credit, in which case the fee will be the same as for other Summer School courses. Dean Withers.

*University Heights*

60 hours: 4 points G P W\*

11.00-1.00, Hall of Philosophy

**SI47-148. Social Aspects of Education.** A survey of the field of community life, with special reference to the conditions and influences of an informal sort that are effective in education. Relation of these factors to the work of the school. The real task of the school in relation to community life as a whole. Reconstructive movements in education as related to these community needs. Open only to properly qualified juniors and seniors and to graduate students. Dr. Hart.

*University Heights*

60 hours: 4 points G P W\*

9.00-11.00, Sociology Seminar Room, Library

**Ethics.** See page 76

**Principles of Educational Psychology.** See page 76

#### Courses Given at Washington Square

**SI. Educational Measurements.** This course will include a brief consideration of the sources of the measurement movement, the essential elements of educational statistics, and the derivation and application of scales and standard tests in elementary and high school subjects. Particular attention will be paid to the studies of Rice, Stone, Courtis, Howell, Starch, Woody, and Monroe in arith-

metic; the Starch, Brown, Thorndike, Gray, Kelly, and Monroe tests in reading; the Buckingham and Ayres spelling scales; the Thorndike, Freeman, Ayres, and Lister handwriting scales; the Hillegas, Harvard-Newton and Breed composition scales; the Witham and the Hahn-Lackey geography tests; the studies of Bagley, Bell, and Kelley in history; of Caldwell and Mayman in elementary science; of Bell and Webb in chemistry; of Jones in physics; of Rugg and Monroe in algebra; of Bell in geometry; and of Hanus, Brown, and Henmon in Latin. Lectures with assigned readings. Dr. Bell.

*Washington Square*

*30 hours: 2 points P W\**

12.00-1.00 A. M., Room 904

**S2. Community Civics in New York City.** This course is planned primarily for teachers and prospective teachers of community civics in the high, intermediate, and elementary schools of New York City. While the course will be based directly upon the syllabus adopted for New York City, the work will be valuable for teachers of the subject generally, inasmuch as the aims, materials, and methods are similar everywhere. The treatment will be purely practical in scope and plan, developing the following phases of the subject: the general literature; the special literature relating to New York City; the study of the government of New York City from the standpoint of the syllabus; the organization of subject matter for purposed instruction, and classroom methods. Lectures, readings, reports, conferences for criticism. Dr. Bryan.

*Washington Square*

*60 hours: 4 points P W\**

9.00-11.00, Room 1023

**S8. French for Teachers.** The course is planned to help prospective French teachers, both in the fundamentals of teaching the language and in the preparation of candidates for a license to teach French in the schools. French grammar and syntax will be thoroughly reviewed. The development of France in history, literature, art, and politics from 1815 to the present time will be treated, and the lectures discussed in French. Various French books will be read and discussed and a comprehensive presentation of the different methods of teaching French will be given. Assistant Professor Olinger.

*Washington Square*

*60 hours: 4 points P W\**

4.00-6.00, Room 904

**S21. Contents and Methods of Geography.** This course deals with the interpretation and use of geographic materials. A survey and criticism will be made of texts on geography from the standpoint of content, presentation, and illustrations. Correlative with this survey, the methods of presentation in the classroom will be discussed. Topics such as latitude and longitude, weathering and location will be given special attention. The course is designed to meet the needs of supervisors and teachers in the upper grades. All who feel the need of a deeper insight into the fundamental nature of geography will find the course helpful. Assistant Professor Nielsen.

*Washington Square*

11.00-1.00, Room 905

*60 hours: 4 points P W\**

**S19. Methods of Teaching Bookkeeping, Business Practice, and Accounting.** The course is designed for those who wish to become teachers of bookkeeping and business practice in either junior or senior high schools, as well as for teachers of these subjects who wish to make their instruction more effective. The first half of the course will be devoted to methods of teaching the principles of bookkeeping and will include a thorough study of the following topics: the journal method, account method, and balance sheet method of introducing the subject; journalizing; posting; trial balances; statements; balance-sheets; ledger closing; the use of special journals, the correlation of bookkeeping with arithmetic, penmanship and other commercial subjects. The junior high school problem will be thoroughly discussed. The second half of the course will consist of a study of the methods of teaching business practice and accounting. The work throughout will be illustrated by a series of lessons typical of actual bookkeeping instruction in secondary schools. Mr. Wallace.

*Washington Square*

11.00-12.45, Room 814

*60 hours: 4 points P C W\**

**S20. Methods of Teaching Advanced Bookkeeping, Accounting, Business Law, and Economics.** This course should be of interest to all who are now teaching or who are contemplating teaching accounting, business law, or economics in either secondary schools, business colleges, or beginning courses in universities. The material is presented by a series of typical lessons in each of the subjects. Sufficient laboratory material is given to illustrate various methods of presenting the subjects.

The course offers an opportunity to those who wish to improve in their method of instruction in preparation for the ever increasing demand for teachers of the more advanced commercial subjects, such as accounting, business law, and economics. Problems confronting the progressive teacher will be considered and informal discussion of the various topics encouraged. Included in the topics for discussion are: Modern tendencies in commercial education; the correlation of the various commercial subjects; intensive courses and their value; coöperative classes. Mr. Wallace.

*Washington Square*  
9.15-11.00, Room 814

*60 hours: 4 points C P W\**

## EDUCATION OF THE ADULT IMMIGRANT

**S1. Social Forces and Principles.** An investigation into some of the most important social forces and principles which must be considered in any scientific consideration of racial and immigrant problems. Some of the leading questions of life in organizing society, particularly touching immigration, and with special consideration of the principles, laws, and practical rules whereby they may be solved or controlled. Professor Fairchild.

*Washington Square, July 5-August 6*  
10.30-12.00, Room 813

*30 hours: 2 points P W\**

**S2. Immigration and Immigrant Backgrounds.** A study of the modern immigration movement with special reference to its relation to the United States and to the backgrounds from which the bulk of immigration comes. The history, causes and effects of immigration. Methods of control; past, present, and proposed. Its bearing on economic, social and political conditions in the United States. Assimilation, Americanization, naturalization. Professor Fairchild.

*Washington Square, July 5-August 6*  
12.00-1.30, Room 813

*30 hours: 2 points P W\**

**S3. Principles and Institutions of American Government.** The aim of the course is to give the student a practical knowledge of the fundamental constitutional principles underlying our federal system of government, and of the actual organization and work of the federal and state government. Special attention will be given to methods of presenting the principles of American govern-



ment to adult immigrants with special reference to those immigrants studying to secure their naturalization papers. Associate Professor Smith.

*Washington Square*

*30 hours: 2 points P W\**

9.30-10.30, Room 813

**S4. Governmental Systems and Current Political Theories and Movements of Europe and America.** Rapid changes are taking place in the fields of government, politics and economics. These changes are accompanied by the rise and spread of numerous economic and political doctrines and movements which are the subject of special propaganda among immigrants and in many ways are at variance with American institutions. This course will take up such doctrines and movements. It will also make a brief study of the main principles underlying the governmental systems of some of the most important countries of the world. Associate Professor Smith.

*Washington Square*

*30 hours: 2 points P W\**

12.00-1.00, Room 811

**S5. Methods of Teaching English.** A practical course dealing with the methods of teaching English to adult immigrants. The course will take up the planning and organization of special classes from the beginning. It will take up the various steps required in the development of an English program; study of the principles involved and the methods of presentation of English. Mr. Massell.

*Washington Square*

*30 hours: 2 points P W\**

10.30-11.30, Room 811

**S6. Organization and Direction of Immigrant Work.** This course will deal with the larger and most important aspects of educational work among immigrants, including the organization and direction of evening schools. Also a study of the principles involved in the organization and direction of immigrant work in general. Mr. Massell.

*Washington Square*

*30 hours: 2 points P W\**

9.30-10.30, Room 811

## ENGLISH

**S1. Rhetoric and Composition.** The study and practice of correct and effective written expression, with especial reference to exposition. This course meets the first half of the requirement



of four credits of English composition for a degree in Washington Square College. Dr. Munn and Mr. Wood.

*Washington Square*

*30 hours: 2 points A U W*

9.00-10.00, Room 922

6.00- 7.00, Room 922

**S2. Rhetoric and Composition.** Prerequisite: Two credits in a college course in English composition. Essay analysis and practice in writing long themes. This course meets the second half of the requirement of four credits of English composition for a degree in Washington Square College. Mr. Loggins.

*Washington Square*

*30 hours: 2 points A U W*

9.00-10.00, Room 904

**S3. History of English Literature: Beginnings to 1600.** A view of the progress of English literature from the Old English period to the beginning of the seventeenth century with a presentation of the chief facts in their relation to social and literary tendencies. This course corresponds to the first half of the course required in Washington Square College for the major in English and the minor in dramatic art. It may be elected independently of S4. Dr. Munn.

*Washington Square*

*30 hours: 2 points U W*

10.00-11.00, Room 922

**S4. History of English Literature: 1600 to 1800.** The progress of English literature in the seventeenth and eighteenth centuries. This course corresponds to the second half of the course required in Washington Square College for the major in English and the minor in dramatic art. It may be elected independently of S3. Mr. Loggins.

*Washington Square*

*30 hours: 2 points U W*

11.00-12.00, Room 923

**S5. The Romantic Movement.** The significance and progress of the romantic movement in England. Designed as a continuation of the second term of the course in the history of English literature (S4 in the Summer School bulletin and 38 in the Washington Square College Bulletin) but may be elected independently. Lectures, readings, and a term paper. Textbook: G. B. Woods: *English Poetry and Prose of the Romantic Movement* (Scott, Foresman and Company). Associate Professor Watt.

*Washington Square*

*30 hours: 2 points U W*

9.00-10.00, Room 1024

**S6. The Influence of the Bible upon English Literature.** The main purpose of the course is to trace the influence of the King James version upon English literature. After a preliminary survey of the growth of the version, a study of the Bible as literature will be made. The remainder of the course will be taken up with a survey of English literature from 1611 to the present day in order to discover what has been the influence of the King James version. Students will be expected to read widely in English literature as well as in the Bible, and to make reports to the class on assigned topics. Dr. Munn.

*Washington Square*

11.00-12.00, Room 922

*30 hours: 2 points U W*

**S7. Contemporary Poetry.** Poetry considered as a living art. New theories of matter and form as compared with established theories. Examination of the work of the most prominent poets now writing in England and America, with a survey of poetical accomplishment in the two countries during the past thirty years. Lectures, readings, and a term paper. Mr. Loggins.

*Washington Square*

2.00-3.00, Room 923

*30 hours: 2 points U W*

**S8. Types of English Literature.** The meaning of literature in terms of its relation to other arts and to life, and a definition of the important literary types, their psychological bases, history, and relative importance. The course will be conducted by several instructors who will allot the class meetings according to special interests and knowledge. Lectures, readings in illustration of the different types defined, and one class paper. Associate Professor Watt, Dr. Munn, and Mr. Loggins.

*Washington Square*

12.00-1.00, Room 1024

*30 hours: 2 points U W*

**S9-10. Review of High School Classics.** A study of the English and American classics ordinarily taken up in high school courses in English. Lectures, discussions and recitations, brief reports and one longer paper. Mr. Wood.

*Washington Square*

3.00-5.00, Room 922

*60 hours: 4 points U W*

**S119-120. Shakespeare.** Open only to graduate students and to properly qualified juniors and seniors. An analysis of the comic spirit in Shakespeare's plays. Associate Professor Watt.

*Washington Square*

*60 hours: 4 points G U W*

10.00-12.00, Room 1024

**S301-302. Seminar in the Methodology of Research.** Lectures and exercises upon the gathering and testing of material, the handling of evidence, and the presentation of the results in conformity with literary, scholarly, and typographical use; discussion of theses for the degrees of master of arts and doctor of philosophy. Open to graduate students only. Professor Nason.

*University Heights*

*60 hours: 4 points G*

8.30-10.30, English Seminar Room, Library

### FINANCE

**S1-2. Corporation Finance.** A practical course in the organization, management, financing, combination, and reorganization of corporations.

This course is intended to give the fundamental information on corporate practices required by executives, investors, lawyers, accountants, bond salesmen, and investment house statisticians. Among the topics discussed are: Methods of determining whether a new enterprise should be financed; the advantages and disadvantages of the different forms of business and financial organization; the instruments, including stock, bonds, and notes, through which capital is raised; capitalization; methods of raising funds; management of income and distribution of profits; business combinations; readjustments and reorganizations. As far as possible the entire discussion is related to concrete cases that have arisen in business. The course is made extremely practical by being conducted on the case system. Professor Gerstenberg.

*Washington Square*

*60 hours: 4 points B C W\**

5.15-7.00, Room 1021

**S3. Money and Credit.** This course deals with money and credit and emphasizes the organization of credit institutions, particularly the federal reserve bank. Opportunity will be afforded to visit banking institutions and to learn at first hand how banking is carried on. Professor Taylor and Mr. Porter.

*Wall Street, July 5-23*

*30 hours: 2 points B C U W*

11.00-1.00

*Washington Square, July 5-23*

5.00-7.00, Room 1020

**S4. Theory and History of Banking.** This course begins with a thorough analysis of the work done by banks of deposit and issue. The banks of issue in Europe are described. The development of banking in the United States is made a subject of special study. The course includes a thorough study of the national banking system and of the federal reserve act. Mr. Porter.

*Washington Square, July 23-Aug. 15* 30 hours: 2 points B C W\*  
5.00-7.00, Room 1020

**S5. Banking Practice.** The course deals with the practical operation of banks, trust companies, and the federal reserve systems. It is intended primarily for the business man, though the younger bank clerks and those whose work does not take them into the operating departments will find the course valuable. This course will be of great value to young men and women who are entering the banking houses to get a clear understanding of the work of a bank. Mr. Porter and Mr. Kniffin.

*Wall Street* 30 hours: 2 points C W  
T., Th., 5.15-7.30  
*Washington Square, July 5-23*  
7.00-9.00, Room 1020

**S6. Foreign Banking.** Prerequisite: Finance 4. The object of this course is to give the student of banking or foreign trade a working knowledge of the operations of the principal banks of the world. A thorough study will be made of the Bank of England, the Bank of France, the Reichsbank, the Bank of Italy, the Bank of Japan, and the banks of Latin America. A comparison of these banks with our own federal reserve system will be a feature of this course. Mr. Porter.

*Washington Square, July 23-Aug. 15* 30 hours: 2 points C  
7.00-9.00, Room 1020

**S8. Foreign Exchange and Foreign Credits.** This course will consider the method by which obligations arising from international trade are settled: The nature and method of foreign exchange, bills of exchange, commercial letters of credit, finance bills, acceptances, extension of commercial credit, principal and rates of exchange, foreign collection, dollar exchange, conversion of exchanges, how banks finance production in foreign countries, how mercantile banks handle exports and imports. Mr. Cook.

*Wall Street* 30 hours: 2 points B C W\*  
5.15-7.15

**S35-36. The Work of Wall Street.** This course has been especially prepared for those already engaged in commission house work or who intend to enter it.

The organization and operation of the brokerage business in its several fields (stocks and bonds, cotton, grain, oil, produce, and coffee) are made familiar to the student by means of lectures supplemented with practical problems in the everyday transactions of commission houses. The methods of financing transactions, and the law governing them are explained; and a study is made of the rules of the different exchanges, in so far as they effect the relation of the broker to his customers, and to other brokers.

Each branch of the business is discussed independently, and the actual handling of items occurring in the usual course of a customer's order is illustrated. The agencies employed to facilitate the payment and delivery of the securities and commodities are discussed in detail.

The operation of the books of account and record is illustrated through the medium of typical transactions. In this way is brought out the use of the purchase and sales books, the blotters, the customers' ledgers, the margin sheets, the stocks borrowed and loaned books, money borrowed and loaned books, etc; and the relation of each of these to the other is shown. Preparation of clearing house sheets in the stock, cotton, and produce exchanges; the preparation of customers' statements; the compilation and analysis of financial statements are taken up.

The work of the statistical departments of bond houses in preparing reports on general business conditions and on special issue will be emphasized. Professor Gerstenberg and specialists.

*Washington Square*

*60 hours: 4 points B C W*

7.00-8.45, Room 1021

## FOREIGN TRADE

### TRADE AND TRANSPORTATION

**S3. Organization of Foreign Trade.** A survey course intended to acquaint the student with the organization of foreign trade. The following topics are discussed: The national aspect of foreign trade; the importance of foreign trade to the individual enterprise; foreign trade statistics and how to read them; government regulation of foreign trade, tariffs, bounties, treaties; bonded warehouses; free ports; private trade promotion; chambers of commerce, trade



organizations, expositions, sample fairs, exhibits, commercial attache service, publications of the principal commercial nations; international agreements now under supervision of the League of Nations such as: postal agreements, trademark agreements, transportation agreements; the position of the banks in foreign trade; the role of the bank in trade promotion, foreign investments and the financing of exports and imports; the Brussels conference and its recommendations; the Edge bill and its practical results; foreign trade, credit schemes in other countries, insurance of foreign credits. The various kinds of foreign traders, direct and indirect trade, coöperation in buying and in selling, the Webb-Pomerene law and the combinations found in other countries; the legal position of the firm in other countries with special attention to the position of the foreign firm; the commercial register, channels of information for general trade information and for information of individuals; the organization of the trade in raw products; exchanges, auctions. The technique of the custom house, of shipping, and of foreign transactions both in exporting and importing.

The purpose of the course is to lay the foundation for a detailed and specialized study of foreign trade problems. Professor de Haas.

*Wall Street*

*30 hours: 2 points B C U W\**

10.00-11.00

**S5. Commerce in Raw Products.** An intensive study of the market organization of international commerce in raw products. The exchanges, the contracts prevalent, the brokers, their legal position, the methods of settling disputes, the methods of gathering and distributing market information. This introductory study is followed by a detailed consideration of the methods of marketing some typical products. The following products will be studied: Wheat, coal, coffee, rubber, cotton, and metals. Professor de Haas.

*Wall Street*

*30 hours: 2 points B C U W\**

11.00-12.00

**S6. Export Technique.** Every person engaging in foreign trade should be familiar with the handling of an export order, the documents used, and methods of preparing and forwarding shipments. This course will consider handling an export order as it would be taken up by an export house involving all the documents that might be used. The topics discussed will be: Tender, quotation, explaining terms of sale, acceptance of offer, calculating export weight



and measures, freight forwarders, railroad bill of lading to forwarder, packing for protection of goods, marking and addressing packages for export, invoicing export goods, documents, ocean bill of lading, shipping permits, consular invoice, formalities of shippers, financial documents. Mr. Moody.

*Wall Street*

*30 hours: 2 points C U W\**

Mon., Wed., Fri., 5.15-7.00

**S11-12. Ports and Terminals.** In this course a complete account will be given of the port and terminal facilities of North and South America. It will be the aim of the course to make a practical business survey of the principal centers of shipping on the Atlantic and the Pacific, together with the inland river, gulf, and lake ports of the continent. The essential characteristics of a good port will first be made clear, then will follow a detailed and careful description of the main ports on the continent. To this end graphic data concerning general conditions, geographical characters, wharfage, railroad and other connections will be presented to be supplemented by an analysis of customs regulations, local labor markets, differentials, industrial, commercial, and agricultural resources of the region served by the port. Students will be made familiar with periodical literature on the subject discussed. Mr. Lambert.

*Wall Street*

*30 hours: 2 points B C U W\**

Tues., Thurs., 5.15-7.30

## FRENCH

**S1. Elementary French.** This course is intended for students who have no previous knowledge of French. It aims to enable the student to read easy French prose at sight, to pronounce correctly and to understand simple sentences spoken by the instructor. A large part of the work will consist of oral drill, and only a colloquial and practical vocabulary will be used. The essentials of French grammar will be taken up in connection with the reading, but there will be no formal study of grammar. Mr. Schwarz.

*Washington Square*

*30 hours: 2 points C U W*

12.00-1.00 A.M., Room 921

**S2. Intermediate French.** This course is intended for students who have had the equivalent of S1. Its main purpose is to give a command of spoken French, and constant practice in conversation

is based upon the rapid reading of narrative prose. Only such drill in grammar and composition is given as will contribute to effective control of the language. Mr. Schwarz.

*Washington Square*

*30 hours: 2 points W U A*

10.00-11.00, Room 921

**S3. Advanced French.** This course is conducted in French and is designed for students who possess a good reading and speaking knowledge of French. Selections from contemporary writers will be read and discussed and attention will be given to political and social conditions in France today as well as to literature. Mr. Schwarz.

*Washington Square*

*30 hours: 2 points W U A*

11.00-12.00, Room 921

## GEOGRAPHY AND GEOLOGY

**S1. Industrial and Commercial Geography.** A presentation of the fundamental economic geographic principles underlying the resources of the world—plant, mineral, and animal; the development of the industries; and the distribution of the raw and finished products. Assistant Professor Nielsen.

*Washington Square*

*30 hours: 2 points B C W*

10.00-11.00, Room 905

**S2. Economic Geography of Europe.** The peculiar and complex problems of Europe, born of impoverishment and territorial readjustment, require a new survey of the geographic bases of national success and failure. An analysis of the present conditions and probable future, based upon such a study. The working out of the terms of the Treaty of Peace and the League Covenant and the relations of the United States to the future of Europe will receive special attention. Of special value to the teacher of geography and to all who wish more justly and intelligently to interpret current events. Assistant Professor Nielsen.

*Washington Square*

*30 hours: 2 points B C W*

9.00-10.00, Room 905

**S3. General Geology.** The processes which have given the earth its present surface, such as the work of the atmosphere, running water, glaciers, the ocean, volcanoes and earthquakes are studied, together with the common rocks and their structures. The point of view is that of the earth as a body continuously developing. Its

internal conditions are considered because they throw light on its surface processes and land forms. Lantern illustrations are used throughout the course. Associate Professor Finlay.

*Washington Square*

*30 hours: 2 points W*

9.00-10.00 A.M., Room 1020

**S4. Mineralogy.** The study of the minerals mined as the ores of iron, copper, lead, zinc, silver and gold, together with those which generally accompany ore minerals or are important in the determination of the common rocks. Lectures and demonstrations of blowpipe and other tests for recognizing minerals. Crystal forms are studied with the aid of models and actual crystals. A portion of the time is devoted to the examination of the mineralogical collection at the American Museum of Natural History. Associate Professor Finlay.

*Washington Square*

*60 hours: 4 points W*

10.00-12.00, Room 1020

**S5. Historical Geology.** Lectures on the origin of the earth and its history. The changing geography of North America as a typical continent is followed through each of the geologic periods, and the evolution of life on the earth as it is indicated by the groups of fossil forms characteristic of each geologic period is dealt with. The lantern is used for illustration and a number of excursions are made to the American Museum of Natural History collections at times convenient for those taking the work. Associate Professor Finlay.

*Washington Square*

*30 hours: 2 points W*

12.00-1.00, Room 1020

**S101-102. General Geography and Geology (Field Course).** Open to properly qualified juniors and seniors, and to graduate students. A series of related excursions is made to important localities within reach of New York, followed by reports upon the observations made, whether these be geological, physiographic or economic-geographic. Independence of observation and technique of field work are especially emphasized. Professor Woodman.

*60 hours: 4 points A G U W*

Tuesday and Thursday afternoons and Saturday

**S203-204. Research in Geography and Geology.** Open to graduate students only. In this course a study of independent problems of a geologic, physiographic or economic-geographic nature is made with constant personal contact with the instructor. The work may be in library, laboratory or field.

Attention is called to the fact that this and the previous course afford opportunities that are physically impossible during the college year. Professor Woodman.

*University Heights*

*60 hours: 4 points G*

9.00-11.00, Hall of Philosophy, Room 305

### GERMAN

**S1. Elementary German.** Prerequisite: One year of high school German, or the equivalent. Reading of modern short stories and selected lyric poetry. Translation and oral discussion in German. Review of grammar and practical composition. Textbook: Zinnecker, *Deutsch für Anfänger*. Associate Professor Zinnecker.

*Washington Square*

*30 hours: 2 points C A U W*

9.00-10.00, Room 921

**S2. Intermediate German.** Prerequisite: Two years of high school German, or the equivalent. Reading and discussion of Heine's prose and poetry. Translation and oral discussion in German. Composition exercises will be based on the text read. German reading of one act German comedies. Associate Professor Zinnecker.

*Washington Square*

*30 hours: 2 points A U W*

11.00-12.00, Room 1001

**S3. Lessing's Dramas.** Two of Lessing's dramas will be read in class. Collateral reading. Study of Lessing, the critic, the dramatist, the man; his dramatic theories, and his political and religious tendencies. Associate Professor Zinnecker.

*Washington Square*

*30 hours: 2 points A U W*

12.00-1.00, Room 923

### GOVERNMENT

**S1. American Government.** The aim of the course is to give the student a practical knowledge of the fundamental constitutional principles underlying our system of government, and of the actual organization and work of the federal and state governments. Assistant Professor Loomis.

*Washington Square*

*60 hours: 4 points U W*

9.00-11.00, Room 1022

**S2. Principles of Politics.** A study of the general principles of government in their relation to modern political institutions, such as the origin and nature of the state, the establishment and classification of governments, the functions of government, written and unwritten constitutions, the nature of sovereignty, citizenship, suffrage, etc. Dr. Swenson.

*Washington Square*  
12.00-1.00, Room 1022

*30 hours: 2 points U W*

**S14. Comparative Government.** A survey of the governments of Great Britain, France, Switzerland, and Germany. Assistant Professor Loomis.

*Washington Square*  
11.00-12.00, Room 1022

*30 points: 2 points U W*

**S113. Federal Administration.** A study in federal administrative law, dealing with the constitutional position of property in the United States; the development of public employment and the principles of the public service law; and the commerce power of Congress, as exercised through the Interstate Commerce act, the Transportation act, the important police power laws, and the Sherman, Clayton, and Trade laws. The aim will be to determine the source and extent of the federal regulating power, the principles that govern the legislative policies of regulation, and the probable future developments in the relation of the government to industry. Open only to graduates or students who have completed at least two years of college work. Dr. Swenson.

*University Heights*  
9.00-11.00, Government Seminar Room, Library

*60 hours: 4 points G U W*

## HISTORY

**S1. Political and Constitutional History of the United States, 1789 to the End of the Reconstruction Period.** The federal convention and the constitution; the struggle over ratification and the amendments; the development of a nation; the organization and administration of the government; the development and trans-  
itions of political parties; foreign relations; public lands and the westward movement; servitude and slavery as political and economic institutions; the tariff; causes and results of the Civil War; the



presidential and congressional plans of reconstruction; economic and political conditions in the south. Professor Ballagh.

*Washington Square*

*60 hours: 4 points U W*

9.00-11.00, Room 1021

**S2. America's Relations to the European War and World Reconstruction.** Causes and conditions of American participation in the war, the aims and policies of the United States in the war, and their degree of accomplishment, American war diplomacy and influence toward lasting peace, the international position of the United States, the struggle between the senate and the executive, the voice of the American people in foreign affairs, the question of the League of Nations and an association of nations as affecting peace and economic reconstruction, the part of the United States in world reconstruction and government. Professor Ballagh.

*Washington Square*

*30 hours: 2 points U W*

12.00-1.00, Room 922

**S3. Modern History—Europe from 1500 to the Present Time.** The course will not only treat of European political conditions but will also put some emphasis upon social and economic developments. Dr. Park.

*Washington Square*

*60 hours: 4 points U W*

11.00-1.00, Room 1023

**S4. History and Nature of International Relations.** Survey of diplomatic history of the modern world with a view to determination of the essential problems of today. Discussion and some consideration of the chief of these problems in their historical setting. Attempt is made to indicate the general laws of essential evolution in its international aspect. Dr. Ten Eyck.

*Washington Square*

*30 hours: 2 points W*

2.00-3.00, Room 909

**S5. Nature of International Relations.** A discussion of the essential relationships between states on which international private activities are based, and a description of the essential governmental organs and legal forms evolved during modern times, such as diplomatic missions, ambassadors, consuls, international courts, congresses, conferences, treaties and alliances, League of Nations. Dr. Ten Eyck.

*Washington Square*

*30 hours: 2 points W*

3.00-4.00, Room 909



**S301-302. The Critical Period in American History.** Open to graduate students only. This course will cover the period from the Treaty of Peace with Great Britain in 1783 to the stabilization of the new government under Washington. It will include lectures, critical study of the bibliography of the field, assigned readings, research and reports. Counts as a seminar in history. Assistant Professor Musser.

*University Heights*

*60 hours: 4 points*

9.00-11.00, History Seminar Room, Library

## HOME ECONOMICS

**S1. Elementary Home Economics.** This course includes a study of foods and general cookery—the classification of food materials with reference to composition, nutritive value, and cost; their selection, care, and preservation; their preparation for food, with supplementary laboratory work in the analysis and cooking of typical foods; elementary laundry work; equipment and care of the kitchen.

*Washington Irving High School*

*120 hours: 4 points W\**

9.00-1.00

**S2. Advanced Home Economics.** This course includes a study of dietaries and dietary standards; invalid and infant diet; planning and serving meals; marketing; household management and decoration; advanced laundry work; including the laundering of colored fabrics and flannels; laces, silks, and embroideries; preservation of colors; removal of stains. Mrs. Carothers.

*Washington Irving High School*

*90 hours: 3 points W\**

9.00-12.00

## INSURANCE

**S1. Principles of Insurance.** There are few forms of business development which have forged ahead more rapidly than those embraced under the name of insurance. This development has not been merely in an increase in the well established lines, but also in the opening up of new forms of accidental loss to a successful solution by the principle of insurance.

It is the purpose of this course, in addition to showing the stated development from the beginning; to touch on the fifty forms of insurance which are now reduced to a basis so scientific as to permit

of their being recognized as furnishing to the insured proper protection. The legal aspect of the business as shown by the leading cases is also covered. Mr. Hardy.

*Washington Square*

7.00-8.45, Room 908

60 hours: 4 points B C W\*

### ITALIAN

**S1. Elementary Italian.** In this course the student is trained in correct pronunciation and is taught the peculiarities of Italian accent and syntax. The work will include the study of a standard grammar, the development of a vocabulary and practice in oral and written exercises and conversation. Mr. Lemmi.

*Washington Square*

3.00-5.00, Room 924

60 hours: 4 points C U W

**S2. Advanced Italian.** This course is designed to meet the requirements of those who have a knowledge of the grammar with some ability to use the spoken language. The work will include the reading of contemporary Italian literature, written exercises, and conversation. Mr. Lemmi.

*Washington Square*

11.00-1.00, Room 924

60 hours: 4 points U W

### LATIN

**S211-212. Seminar in Caesar.** Open to graduate students only.  
(a) Lectures presenting the personal, literary and political history of Julius Caesar, based on all the ancient sources: (A copy of Sihler's *Annals of Caesar*, 1911, will be furnished to members of the seminar.)  
(b) Analysis of his works and fragments: also the Alexandrine, African and Spanish Wars by men who served under Caesar; (c) Study of Celtic Civilization; maps and plans, with special reference to the work of Jubainville and Holmes' work on the Gallic wars; (d) Suggestions as to teaching of Caesar. Sihler's *Concordance of Caesar*. Professor Sihler.

*University Heights*

9.00-11.00, Latin Seminar Room, Library

60 hours: 4 points G

### MANAGEMENT

**S1. Psychological Problems of Employment Management.** A study of scientific methods of testing for abilities, measurements of productiveness and rating of employees, with a view to their selection, retention, promotion, and instruction. Professor Kitson.

*Washington Square*

12.00-1.00, Room 926

30 hours: 2 points B C R W\*

# MATHEMATICS

**S1-2. College Algebra.** This course will deal with topics selected from the subjects covered in algebra in the first year of the college course. Assistant Professor Oglesby.

*Washington Square*  
9.00-11.00, Room 928

60 hours: 4 points U W

**S3. Trigonometry.** Elementary course. A knowledge of plane geometry and algebra through quadratics is a prerequisite. The course will include the theory of logarithms and the solution of the right spherical triangle. Mr. Pride.

*Washington Square*  
4.30-6.00, Room 928

45 hours: 3 points U W

**S4. Solid Geometry.** Plane geometry is a prerequisite. The course will include the geometry of lines and planes in space, polyhedra, the cylinder, the cone, and the sphere. Mr. Graham.

*Washington Square*  
3.00-4.30, Room 928

45 hours: 3 points U W

**Sa. Algebra, Intermediate Course.** This course includes factoring fractions, linear equations, radicals, quadratic equations, progressions and binomial theorem. Mr. Graham.

*Washington Square*  
4.30-6.00, Room 927

45 hours

**Sb. Plane Geometry.** This course will include the propositions ordinarily covered in a course in plane geometry, together with numerous original exercises. Mr. Pride.

*Washington Square*  
3.00-4.30, Room 927

45 hours

# MECHANICAL DRAWING

The courses in this department are conducted in the drawing room, Green Laboratory, University Heights.

**S1. Practice in Mechanical Drawing.** This course will cover the elements of mechanical drawing, tracing, and detailing as practised in the modern drafting room. Associate Professor Dunham.

*University Heights*  
10.30-12.30

60 hours: 2 points W\*

**S2. Mechanical Drawing (For Actual or Prospective Teachers).** This course is planned to meet the needs of teachers of drawing in acquiring a practical knowledge of the essential principles of elementary drawing. Among the topics to be studied are orthographic projection, etc. Students in the department of art may take this course the last three weeks. Associate Professor Dunham.

*University Heights*

30 hours: 2 points W\*

10.30-12.30, and 2 other hours

**S3. Mechanical Drawing (Advanced).** This course is planned especially for teachers or supervisors of drawing who wish to outline courses of study dealing with practical work. A discussion of the general problems arising during the drawing lesson is made in this course. Associate Professor Dunham.

*University Heights*

30 hours: 2 points W\*

10.30-12.30, and 2 other hours.

**S4. Descriptive Geometry.** Equivalent to E. D. 21 in the College of Engineering. Associate Professor Dunham.

*University Heights*

75 hours: 5 points A W\*

Hours to be arranged

**S5. Descriptive Geometry.** Equivalent to E. D. 33 in the College of Engineering. Associate Professor Dunham.

*University Heights*

45 hours: 3 points A W\*

Hours to be arranged

**S6. Engineering Drawing.** Equivalent to E. D. 11 in the College of Engineering. Associate Professor Dunham.

*University Heights*

60 hours: 4 points A

Hours to be arranged

**S7. Engineering Drawing.** Equivalent to E. D. 32 or E. D. 30 in the College of Engineering. Associate Professor Dunham.

*University Heights*

45 hours: 3 points A

Hours to be arranged

## MECHANICS

**S40. Applied Mechanics.** Statics, kinetics and dynamics as applied to problems in engineering. Textbook: *Applied Mechanics*, Poorman. Associate Professor Bryans.

*University Heights*

75 hours: 5 points A

8.30-11.00 A.M.

**S50. Mechanics of Materials.** Application of mechanics to materials of engineering. Design of beams, girders, columns, shafts, and reinforced concrete. Textbook: *Mechanics of Materials*, Houghton. Associate Professor Bryans.

*University Heights*

*75 hours: 5 points A*

11.00-1.30

## MUSIC

Courses in this department extend from July 4 to August 14. All courses will be held in the Riverdale Country School, 252d Street and Fieldston Road. Special announcement, containing description of each course and giving information regarding certificates, will be mailed on application.

**S1. Music Reading—A.** Miss Miller.

*Daily, except Monday, 10.05 a.m.*

*Credit: 1 point W\**

**S2. Music Reading—B.** Miss McKinley.

*Daily, except Monday, 10.05 a.m.*

*Credit: 1 point W\**

**S3. Music Reading—D., August 1-August 11.**

Miss McKinley.

*Daily, except Monday, 11.00 a.m.*

*Credit: 1 point W\**

**S4. Ear Training—A.** Miss Gardner.

*Daily, except Monday, 11.00 a.m.*

*Credit: 1 point W\**

**S5. Ear Training—B.** Mr. Butterfield.

*Daily, except Monday, 11.00 a.m.*

*Credit: 1 point W\**

**S6. Ear Training—C.** Mr. Butterfield.

*Daily, except Monday, 9.10 a.m.*

*Credit: 1 point W\**

**S7. Theory and Harmony—A.** Mr. Walsh.

*Daily, except Monday, 9.10 a.m.*

*Credit: 1 point W\**

**S8. Harmony and Melody—B.** Mr. Swift.

*Daily, except Monday, 9.10 a.m.*

*Credit: 1 point W\**

**S9. Harmony and Melody—C.** Mr. Swift.

*Daily, except Monday, 8.15 a.m.*

*Credit: 1 point W\**

**S10. Harmony and Melody—D.**

*Daily, except Monday, 10.05 a.m.*

*Credit: 1 point W\**

**S11. Rote Songs—A.** Miss Konold.

*Wednesday and Thursday, 2.15*

S12. Song Analysis—A. Mr. Wedge.  
*Friday and Saturday, 2.15*

S13. Voice Training—A. Mrs. NeCollins.  
*Tuesday, 2.15* *Credit: 1 point W\**

S14. Material and Methods—B. Miss Konold.  
*Daily, except Monday, 8.15 a.m.* *Credit: 1 point W\**

S15. Material and Methods—C. Miss MacConnell.  
*Daily, except Monday, 10.05 a.m.* *Credit: 1 point W\**

S16. Critic Teaching—C. Miss McKinley.  
*Daily, except Monday, 2.15* *Credit: 1 point W\**

S17. Critic Teaching—D. Miss Konold.  
*Daily, except Monday, 9.10 a.m.* *Credit: 1 point W\**

S18. High School Music—D. Miss MacConnell.  
*Daily, except Monday, 8.15* *Credit: 1 point W\**

S19. Choral Conducting—D. Mr. Wedge.  
*Daily, except Monday, 11.00 a.m.* *Credit: 1 point W\**

S20. School Orchestra—B. Mr. Walsh.  
*Daily, except Monday, 2.15* *Credit: 1 point W\**

S21. Orchestra and Band, Material and Methods—D.  
Mr. Butterfield  
*Daily, except Monday, 3.15* *Credit: 1 point W\**

S22. Entire School. Mr. Wedge.  
*Daily, except Monday, 11.55 a.m.*

#### High School and Supplementary Courses

S23. Appreciation of Music—E. Miss MacConnell.  
*Daily, except Monday, 9.10 a.m.*

S24. History of Music—E. Miss MacConnell.  
*Daily, except Monday, 9.10 a.m.*

S25. Music Composition—E. Mr. Swift.  
*Daily, except Monday, 11.00 a.m.* *Credit: 1 point W\**

S26. How to Teach Music Theory in High Schools—E.  
Miss MacConnell.  
*Daily, except Monday, 11.00 a.m.* *Credit: 1 point W\**

S27. Orchestration—E. Dr. Mitchell.  
*Daily, except Monday, 10.05 a.m.* *Credit: 1 point W\**



**S28. Class Violin Teaching 1-E.** Dr. Mitchell.  
*Daily, except Monday, 8.15 a.m. Credit: 1 point W\**

**S29. Class Violin Teaching 11-E.** Dr. Mitchell and Mr. Dann.  
*Daily, except Monday, 9.10 a.m. Credit: 1 point W\**

**S30. Class Cornet Teaching—E.**  
 Dr. Mitchell and Miss Dickson.  
*Daily, except Monday, 2.15 Credit: 1 point W\**

**S31. Class Trombone Teaching—E.**  
 Dr. Mitchell and Mr. Dann.  
*Daily, except Monday, 3.15 Credit: 1 point W\**

### Courses in Music given at University Heights

**S1. Music for the Listener.** A series of illustrated lectures on the aspects of music may enable the listener to judge intelligently of such matters as form, composers' styles, good and bad points of rendition, and appropriateness of music to the medium employed (voice, violin, piano, orchestra, etc.) No previous knowledge of music is required. Mr. Wright.

*University Heights 30 hours: 2 points U*  
 Rehearsal Room, Library, 8.00-9.00 A.M.

**S2. Chorus Singing.** Prerequisite: Ability to sing in tune simple, well-known melodies. Study of the rudiments of voice production, sight reading, interpretation, and chorus directing, with actual practice in ensemble singing. Mr. Wright.

*University Heights 30 hours: 2 points U*  
 Rehearsal Room, Library, 8.00-9.00 A.M.

### PHILOSOPHY

**S1-2. Outlines of Psychology.** This course deals with the general principles of psychology. The purpose is to bring before the student a comprehensive view of the operations of the normal adult mind. Among the topics to be considered are attention, perception, memory, imagination, reason, instincts, emotions, and the will. Dr. Bell.

*Washington Square 60 hours: 4 points P W*  
 10.00-12.00, Room 904

**S3. Elementary Logic.** A beginner's course in logic and scientific method. Dr. Veazie.

*Washington Square 30 hours: 2 points U P W*  
 9.00-10.00, Room 926

**S7-8. Introduction to Philosophy.** This course takes up certain leading problems of speculative and practical philosophy; consciousness, knowledge, being, values, etc. Dr. Veazie.

*Washington Square*

*60 hours: 4 points P W*

10.00-12.00, Room 926

**S215-216. Principles of Educational Psychology.** Open to graduate students only. The course will include such topics as the natural and artificial conditions which determine the development of the typical forms of mental life; the formation and significance of various principles of teaching; the psychological basis of method. It will also include a discussion of imitation, apperception, induction, habit, interest, etc. Professor Lough.

*University Heights*

*60 hours: 4 points G P*

9.00-11.00, Philosophy Seminar Room, Library

**S217-218. Ethics.** An advanced course in ethics intended for graduate students only. As prerequisite for the course, the student should have some knowledge of ethics and general philosophy. The work will be conducted by means of a lecture, the first hour, and by the reading of papers on assigned topics, as also by discussions of problems in theoretical and practical morality. Among the special questions to be raised during the courses are: The nature of the ethical problem, the question of moral values; the problems of happiness, work, culture, and pessimism; the conflict between individualistic and social ethics. The complete work of the course will include private conferences on thesis work for those who are candidates for the doctorate. Professor Shaw.

*University Heights*

*60 hours: 4 points G*

9.00-11.00, Hall of Philosophy 32

### \*PHYSICAL EDUCATION

The department of physical education will hold its summer session in New York City in a centrally located and well equipped building.

Courses will be offered in principles of physical education, methods of teaching physical training, pageantry, elementary, advanced and interpretative dancing, athletics, and games.

The lecture course in principles of physical education will be given by Miss Josephine Beiderhase. This course will be coördinated

\*A pamphlet giving full information about the course may be had on application to Miss Louise Baylis, 23 West 84 Street, New York City.

with the course in methods of teaching physical training. These two courses prepare candidates for the examination for promotion license in physical training.

The courses in dancing and in pageantry will be given by Miss Louise Baylis. The pageantry course will include principles of pageantry, production, grouping, color, and costuming. National, character, and interpretive dances will be taught in this course appropriate to the pageants presented. Emphasis will be placed on dances and other material that may be used in the city-wide celebration of "America's Making" which will be held in New York in October of this year.

## PHYSICS

**S1. General Physics (Mechanics, Heat, Sound).** This constitutes the first half of the college course in general physics. A knowledge of high school physics is desirable but not absolutely necessary. There are experimental lectures with recitations and solution of problems. Many of the demonstrations are designed to offer suggestions to teachers of the subject. Dr. Powers.

*University Heights*

*30 hours: 2 points A U W*

8.30-9.30 A.M., Butler 21

**S2. General Physics (Light, Magnetism, Electricity).** This is the second half of the college course in general physics and is presented in the same manner as the course in mechanics, heat, and sound. It may be taken with profit either alone or with the previous course in the same summer session. Dr. Powers.

*University Heights*

*30 hours: 2 points A U W*

9.30-10.30 A.M., Butler 21

**S3. Laboratory Physics (Elementary).** This course is designed to give practice in qualitative and quantitative work in general physics and to illustrate the more important topics treated in the two preceding courses. The exercises are distributed through mechanics, sound, heat, light, and electricity in such proportion as to meet the needs of the individual student. Dr. Powers.

*University Heights*

*30 or 60 hours: 2 or 4 points A U W*

1.00-3.00, 3.00-5.00, Butler 13

**S4. Laboratory Physics (Advanced).** The course consists in the working of special problems in the laboratory, separate assignment of work to each student being made after individual conference

with the instructor. A prerequisite for this course is the satisfactory completion of work equivalent to S1, S2, and 60 hours of S3. Dr. Powers.

*University Heights* 30 or 60 hours: 2 or 4 points A U W  
1.00-3.00, 3.00-5.00, Butler 13

**S5. Physical Research.** The facilities of Butler Hall are available for research work in physics during the session of the Summer School. Such work can be done with profit only by students having a thorough preliminary training in physics and mathematics. In general, besides a thorough knowledge of general physics, such as may be obtained in elementary and advanced college courses, the student should have familiarity with the calculus and with the applications of the calculus to physical problems. Owing to the shortness of the session only minor problems will be attempted, excepting in the cases of students regularly in residence during the academic year as candidates for the doctor's degree. Professor Hubbard.

*University Heights* 60 to 120 hours: 4, 6, or 8 points G  
9.00 A.M.-5.00 P.M., Butler

Students wishing to enroll for this course must communicate with Professor John C. Hubbard, New York University, University Heights.

## RETAIL SELLING

**S1. Retail Salesmanship.** This course will deal with the fundamental principles underlying selling over the counter. Mrs. Stacy.

*Washington Square* 30 hours: 2 points C R W\*  
9.00-10.00, Room 804

**S2. Non-Textiles.** This course will deal with the chief non-textiles found in the average retail store, as paper, leather, rubber, glassware, ceramics, celluloid and artificial products of various kinds. Assistant Professor Masson.

*Washington Square* 30 hours: 2 points C R W\*  
9.00-10.00, Room 807

**S3. Methods for Teachers and Training Directors.** This course deals with outlines of courses for training directors; the organization of courses of retail selling in schools and the coöperative organization between school and store. Mrs. Stacy.

*Washington Square* 30 hours: 2 points C R W\*  
10.00-11.00, Room 807

**S4. Store Organization.** This course will deal with the development of retailing and the fundamental principles underlying departmentalization. The various departments of the store will be studied and efficient systems of conducting them will be worked out. Department heads from the stores will deliver lectures on phases of store organization. Professor Brisco.

*Washington Square*

*30 hours: 2 points C R W\**

10.00-11.00, Room 804

**S5. Color and Design.** This course deals with color and design as applied chiefly to textiles. The selling points that are founded on color and design will be duly emphasized. Mr. Heckman.

*Washington Square*

*30 hours: 2 points C R W\**

11.00-12.00, Room 804

**S6. Employment Management.** This course deals with the fundamentals of employment management as applied to retailing. The organization and conducting of an employment department are studied in detail and a series of lectures will be given by employment managers employed in large department stores. Professor Brisco.

*Washington Square*

*30 hours: 2 points C R W\**

11.00-12.00, Room 807

**S7. Tests, Ratings, and Personnel Problems.** This course deals with personnel problems. The tuition fee for this course is \$10. Mr. King.

*Washington Square*

*18 hours: 1 point C R*

Monday, Wednesday, Friday, 6.00-7.00, Room 807

**S8. Textiles.** This course is a fundamental course in textiles. Cotton, wool, linen and silk are taken up in detail. The emphasis is placed on the selling points of these fabrics and not on production. Miss Fales.

*Washington Square*

*30 hours: 2 points C R W\**

7.00-8.00, Room 807

## SEMITICS

**S111-112. Biblical Aramaic.** Open only to properly qualified juniors and seniors and to graduate students. A careful study of the Aramaic portions of the Old Testament and of selections from the Elephantine papyri presupposes an elementary knowledge of the Hebrew language. Textbook: Marti's *Biblisch-Aramäische Grammatik* (Reuther and Reichard). Dr. Bloch.

*Washington Square*

*60 hours: 4 points W G*

4.00-6.00, Room 921



**SI13-114. Introductory Hebrew Grammar.** Open only to properly qualified juniors and seniors and to graduate students. Exercises in reading and writing Hebrew, followed by the reading of selections from the prose narratives of the Hebrew Bible. Textbook: Fagnani's *Primer of Hebrew* (Scribner's). Dr. Bloch.

*Washington Square*

*60 hours: 4 points W G*

2.00-4.00, Room 921

## SOCIOLOGY

**SI01-102. Principles of Sociology.** Open only to properly qualified juniors and seniors and to graduate students. This course will take up a limited number of subjects and deal with them intensively. They are: The social unit, the social forces, the agencies of social progress, the principal social processes, and social aims. The treatment is chiefly from the point of view of the underlying psychic motives. Professor Binder.

*Washington Square*

*60 hours: 4 points C G W*

11.00-1.00, Room 1100

**S207-208. Criminology and Penology.** Open to graduate students only. This course will take up the history of crime, its various causes, tried and proposed remedies, so-called crime waves; the treatment of prisoners, attempts at reformation and their effectiveness, and the relation of discharged prisoners to the community. Professor Binder.

*Washington Square*

*60 hours: 4 points G*

9.00-11.00, Room 1100

## SPANISH

**SI. Elementary Spanish: First course.** The aim of this course is to give a thorough foundation in the rudiments of the Spanish language. Pronunciation and the fundamental rules of syntax will be taught by means of oral drill and written exercises. The reading of a simple text will be taken up early in the course and will furnish the basis for conversation. In so far as practicable the class will be conducted in Spanish. Equivalent to Spanish 1 in the Washington Square College. Assistant Professor Heaton.

*Washington Square*

*30 hours: 2 points U W*

1.00-2.00, Room 924

[**S2. Elementary Spanish: Second course.** Equivalent to Spanish 2 in the Washington Square College. To be offered in 1922.]

**S1-2. Elementary Spanish:** First course and second course combined. The object of this course, meeting twice daily, is to offer capable students an opportunity to prepare, by means of concentration of study, to enter an intermediate course in the fall or in the following summer. In addition to the elementary work which is given in course S1, the more advanced rules of grammar will be studied and more advanced text will be read. Students electing this course will be expected to devote practically all of their time to it, and must consult Professor Heaton before enrollment. Equivalent to Spanish 1-2 in the Washington Square College. Assistant Professor Heaton and Mr. Barlow.

*Washington Square*  
9.00-10.00, Room 924  
2.00-3.00, Room 924

*60 hours: 4 points U W*

**S3. Intermediate Spanish:** First course. This course is designed for students who have had the equivalent of S1-2 above, or one year of college Spanish. Advanced rules of syntax will be reviewed. One or more intermediate texts will be read and discussed in Spanish, with a view to building up the student's vocabulary for practical purposes. The more important idiomatic expressions will be memorized and drilled upon. Equivalent to Spanish 3 in the Washington Square College. Mr. Barlow.

*Washington Square*  
10.00-11.00, Room 924

*30 hours: 2 points U W*

[**S4. Intermediate Spanish:** Second course. Equivalent to Spanish 4 in the Washington Square College. To be offered in 1922.]

#### Courses to be given in case of sufficient demand

**S5. Advanced Spanish.** First course. This course is offered to students who have had two years of college Spanish or the equivalent thereof. The work will consist of the reading of representative works from the leading Spanish novelists of the past five decades, together with regular exercises in advanced composition. The class will be conducted in Spanish. Equivalent to Spanish 5<sup>TH</sup> in the Washington Square College. Mr. Barlow.

*Washington Square*  
Hours to be arranged

*30 hours: 2 points U W*

**S6. Advanced Spanish:** Second course. The requirements for admission to this course are the same as for S5. The work of the course will be similar to that of S5, with the exception that the authors read will be lyric poets and dramatists of the nineteenth century. The class will be conducted in Spanish. Students desiring to elect both S5 and S6 must consult Mr. Barlow before enrollment. Equivalent to Spanish 6 in the Washington Square College. Mr. Barlow.

*Washington Square*

*30 hours: 2 points U W*

Hours to be arranged

**S105-106. Spanish Classics: Cervantes' "Don Quijote."** This course is open to graduate students and students of senior rank in the Washington Square College who read Spanish fluently, having had at least three years of college Spanish. Selected chapters of the Quijote will be read in class and studied carefully, and the remaining chapters will be summarized. This work will be supplemented by lectures on the life of Cervantes and on his other works, and by the discussion of reports on outside reading prepared by the student. Assistant Professor Heaton.

*University Heights*

*60 hours: 4 points G U W*

9.00-11.00, Romance Seminar Room, Library

[**S107-108. Spanish Classics: Lope de Vega and Calderon.** To be offered in 1922.]

**S1-2. Commercial Spanish.** Prerequisite: One year of college Spanish or the equivalent. An intensive course in Spanish given for those who wish to use the language in commerce. Daily drill in the essential requirements of grammar will be given together with extensive vocabulary and reading selections. As far as practical the course will be conducted in Spanish. Mr. Byrne.

*Washington Square*

*60 hours: 4 points CW\**

7.00-9.00, Room 924

**SUMMER SCHOOL**  
**New York University**  
 Registration by Mail

.....  
 Name (in full).....Date filed.....19..  
 Summer School Address.....  
 Home or mailing address: Street.....City.....State....  
 Occupation.....Business.....Telephone  
 and Position.....Address.....Number.....  
 School in which matriculated.....Date of matriculation.....  
 Do you plan to complete the work for a degree this year?....Which  
 degree?.....

Depart- ment	Number of Course	Title of Course	Points	Day	Hour
.....	.....	.....	.....	.....	.....
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**FEES**

University fee.....\$5.00  
 .....points at \$7.50 per point.....  
 Laboratory fee.....  
 Check or money order for \$.....enclosed.

Signed.....









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# **New York University**

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## ***At University Heights***

College of Arts and Pure Science

College of Engineering

Summer School

## ***At Washington Square***

School of Commerce

School of Pedagogy

School of Law

Washington Square College

Graduate School

School for Teachers of Retail Selling

Summer School

Extramural Division

## ***At Bellevue Hospital***

Medical College

Veterinary College

## ***At Wall Street***

Graduate School of Business Administration

Wall Street Division of the School of Commerce

Summer School